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ABSTRACT

Year-round schooling is a positive alternative for the Woodburn School District, a district experiencing an overcrowding problem. The year-round education system has not yet been implemented in Woodburn, but the proposal is getting serious attention by administrators, teachers, and parents. The Utah Foundation Research Report identifies 10 positive aspects of year-round schools. Examples of positive effects range from reduced learning loss following vacations to improved student behavior. The report also identifies several negative aspects of year-round schools, including necessary startup cost and altered family lifestyles. An informational packet on year-round schooling sent to Woodburn parents features often-asked questions and answers associated with year-round education, as well as a list of resources parents can contact to get more information. A letter to the parents explains why Woodburn is attempting to change to year-round schools and what the benefits of it will be to parents, teachers, and students. An example of a year-round school calendar, a sample cafeteria schedule, and a glossary of year-round schooling terms was included in the mailing and are included in this packet. Four appendix contain committee reports, sample letters and forms, presentation overheads, school brochures, year-round-education negotiated contract supplement, and middle school/elementary school pamphlets. (KDP)

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ED 369 141

YEAR-ROUND EDUCATION

in the

WOODBURN SCHOOL DISTRICT

Woodburn School District
965 N.Boones Ferry Rd
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EA 025693

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Dr. Keith Robinson, Superintendent

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Acknowledgements

So many people were extremely helpful to us as we prepared for Year-round education in Woodburn School District. We used a wide collection of materials that provided ideas and samples. There are a lot of people to thank.

Norm Brekke was a tremendous mentor. He gave us advice, shared many materials, and provided much needed support. There were many others we met or whom we asked for help who were equally as helpful. We met some great people as we worked on YRE.

We made visitations to both Utah and California. Specifically, a team visited Granite School District and Westridge school in Utah. Another team visited schools in Oxnard, California and some of their neighbors. In all cases, the hospitality and help were outstanding.

Finally, a secretary in the Woodburn School District Office, Rene' Woodard, has been superb in putting together packets for those who called and asked us to share our experience about YRE. We have kept her busy and she always comes through with our short timelines and big expectations.

WOODBURN PUBLIC SCHOOLS

MARION COUNTY SCHOOL DISTRICT 103
965 NORTH BOONES FERRY ROAD
WOODBURN, OREGON 97071
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Woodburn School District 103 complies with provisions of the various civil rights laws, such as the Fair Employment Practices Act, the Americans with Disabilities Act, Title IX Regulations, and section 504 of PL 93.112 in employment and educational programs and activities.

WOODBURN SCHOOL DISTRICT 103
ESL AND ETHNIC COUNT (K-12) SUMMARY
DECEMBER 1993

ESL COUNT

Grade	ESL A	% Of Level	ESL B	% Of Level	ESL C	% Of Level	ESL D	% Of Level	ESL E	% Of Level	Total By Level	% By Level
Elementary	333	37%	79	9%	187	21%	178	20%	115	13%	892	56%
Middle	41	11%	53	15%	64	18%	71	20%	135	37%	364	23%
High School	53	16%	35	11%	58	17%	67	20%	119	36%	332	21%
Total ESL	**427**	**27%**	**167**	**11%**	**309**	**19%**	**316**	**20%**	**369**	**23%**	**1588**	**100%**
Total Dist. %	**14%**		**6%**		**10%**		**10%**		**12%**		**52%**	

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ESL = English as a Second Language

ETHNIC COUNT

Grade	Majority Culture		Hispanic		Russian		Other		Total		
Elementary	423	27%	857	54%	296	19%	12	1%	1588	52%	
Middle	212	31%	342	50%	123	18%	5	1%	682	23%	3027
High School	296	31%	347	46%	111	15%	3	0%	757	25%	
Total	**931**	**31%**	**1546**	**51%**	**530**	**18%**	**20**	**1%**	**3027**	**100%**	

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Area Code 503
Phone 981-9555

WOODBURN PUBLIC SCHOOLS

MARION COUNTY SCHOOL DISTRICT 103
965 North Boones Ferry Road
Woodburn, Oregon 97071

Agenda item 7.201

TO: Board of Directors

DATE: March 16, 1992

SUBJECT: Facility Study Committee Recommendations: A Further Look

OVERVIEW

Whether the bond issue passes or fails our student population continues to grow. We have taken care of most of that growth over the past few years by purchasing and using modular classroom buildings. Currently we have 16.3 modular classrooms in our district with two more modular classrooms ordered.

Continuing growth will require that we accept one of four options to accommodate such growth:

1. **Take no action**. Allow classrooms to grow larger and larger without adding additional classroom space.

2. **Purchase more modular classrooms**. At approximately $35,000 per classroom this seems to be an expensive and less than desirable option. Although it doesn't preclude a quality educational program it certainly makes it more difficult. In addition it puts undue stress on buildings designed for far fewer students.

3. **Double Shifting**. This was an approach taken about 17 years ago in Woodburn and there are still lingering feelings that people do not want to go through it again. In addition, the new Oregon State requirements for the amount of time students are to be in class would make this an even more ominous option. It would require an early morning start (about 6:00 a.m.) and a dismissal about 9:00 p.m. in each of our schools. There would be a slight variation for primary students if bus schedules could be arranged.

4. **Year-Round School**. This approach is not currently being used extensively in Oregon but is more commonly used throughout the United States especially in California, Utah, and Florida. This approach seems to provide the best overall educational advantage for students as well as providing space. According to reports, after a period of adjustment it is also liked by staff, parents, and students.

School District 103 complies with provisions of the various civil rights laws, such as the Fair Employment Practices Act, Title IX Regulations, and section 504 of PL 93-112 in employment and educational programs and activities.

It is important that we plan for the continuing growth in our student population. The Facilities Study Committee made its recommendations to the board nearly one year ago. The report stressed the need to look at solutions to overcrowding just to get us to the point when new schools could be occupied. The report stated:

> Even in the most optimistic of forecasts, a new school or schools could not be built before the opening of the 1993-94 school year. That means that Woodburn Schools will continue to face serious overcrowding until a new facility is available. We urge the Board to begin immediately to explore some short-term actions for dealing with overcrowding, such as year-round school or modular classrooms. These actions should not be considered as a solution to the problem, but merely a means of dealing with the current crisis.

I would emphasize that each of the four options stated on page one are temporary at best. They are not a long term solutions.

The question might be asked why are we dealing with this issue now. The answer is that we have been dealing with it now for nearly two years. More immediately, however, we are in the final stages of preparing the budget for the 1992-93 school year and the direction we take has substantial budget implications. For instance, if we go with double shifting or year-round school sometime next year we do not need to purchase additional modular classrooms. A budget is simply an educational program expressed in numbers.

Now that the bond issue has been presented to voters we must continue to deal with the immediate concern of over-capacity schools. We are at a position now where every teacher we add means we must also buy a classroom. I do not believe it is prudent educationally, fiscally, or facility planning-wise to continue purchasing modular classrooms.

Thus, I am requesting that the board consider the following proposal to deal with over-capacity schools in Woodburn School District.

PROPOSAL

1. Initiate a K-12 multitrack year-round school beginning second semester of the 1992-93 school year. January 25, 1993 is the beginning of second semester.

2. Beginning immediately, do not approve the purchase of additional modular classrooms .

3. Immediately begin the planning for year-round school.

4. Develop a school district information plan to include the continuation of special board meetings the first Monday of each month for the specific purpose of planning reports, and consideration of policy issues related to implementing year-round school.

5. Establish the following parameters for year-round school:

a. That the school year remain at least as long as the current 177 days of instruction.

b. That each track contain a fair cross-section, representing the entire student body.

c. That all schools operate on the same year-round calendar.

d. That priority be given to keep families on the same track when siblings attend different schools.

DISCUSSION

This recommendation is not made lightly. I understand the amount of work that will be needed to make it successful. I understand the brevity of the timeline for planning. I understand that there could be some concern on the part of parents, students, and staff. I do make the recommendation based upon my study of the options with specific emphasis on the educational advantages of year-round school in comparison with the other options available including the current nine month school year.

It is important to note briefly why the recommendation excluded the purchase of more modulars, double shifting, or expanding classes.

Modulars: The purchase of additional modulars appears to have no end. We spend approximately $70,000.00 on each modular building and soon we will have a situation in our district perfectly characterized at Nellie Muir Elementary School. Nellie Muir was built for 275 to 300 students. There are nearly 500 students enrolled at Nellie Muir currently. The addition of more than 200 students puts a severe strain on a facility inadequate to meet the needs of that number of students. If we continue to purchase modulars, what will we have in 10 years?

Expanding class size: To keep expanding classroom size is not in the best educational interest of our students. Even though many classrooms in the past may have had 40 students, our society has changed. We are dealing with children who no longer come from Norman Rockwell-type families.

Double Shifting: Double shifting is exceptionally disruptive to the home, the school and the community. Woodburn School District needed to engage in double shifting prior to the high school being built. Double shifting is still a topic that does not get good reviews from parents, staff, and students who experienced it for two and one half years in the middle seventies.

A state law has now changed that would make double shifting even less desirable. Each school is required to provide a specified number of minutes of instruction. No longer can we shorten the day to accommodate double shifting. Thus, a much longer day for students and schools would be required with the first session starting about 6:00 a.m. and the second session ending about 9:00 p.m..

It is my conclusion that to seriously consider double shifting as an option would only distract us from a course which is needed to provide necessary space in our schools for the immediate term coupled with improving the instructional opportunities for our students. I believe year-round school can accomplish that objective.

YEAR-ROUND SCHOOL

The number of students attending Woodburn Schools continues to rise. Because of that major reason year-round schools have been proposed. If the bond issue currently before voters passes, year-round school will allow the school district to buy enough time to be able to plan and construct the schools without having to continue purchasing modulars. It does not change the fact that we need to do something before schools are built.

If the bond issue does not pass, year-round schools will not solve the need for classrooms. Even with year-round school we will be near capacity if existing modulars are not used. It should be noted that three of the modular buildings now being used need to be removed from use in our district and demolished. They have outlived their reasonable life. We are using them on borrowed time. Some of the modulars will need to be used even with year-round school.

Year-round scheduling can increase the capacity of a school building by as much as one-third and reduce the overcrowding in common areas, hallways, playgrounds, libraries, special lab areas, cafeterias and in restrooms. Typically, year-round scheduling places students into different tracks or groups. Usually, three or four of these groups are in school (except for designated holiday breaks), while one group is on vacation/intersession. Instead of one long summer vacation, each group enjoys several shorter vacations during the different seasons of the year.

According to a Utah Foundation Research Report, proponents claim that year-round schools will:

1. produce operating savings,
2. reduce learning loss following vacations,
3. improve student achievement,
4. permit more make up opportunities,
5. improve student behavior,
6. allow for enhanced teacher compensation,
7. provide for greater teacher flexibility,
8. reduce student and teacher burnout,
9. provide varied vacation opportunities for families and teachers, and
10. permit greater employment opportunities for students.

The report continues that critics, on the other hand, contend that year-round schools will:

1. require some air conditioning of existing school buildings,
2. necessitate start up costs,
3. disrupt building maintenance work,
4. create child-care problems for working or single parent/s.
5. alter family lifestyles,
6. pose problems in providing school support services,
7. require modification of textbooks and other instructional materials,

8. interfere with plans to increase the number of days of schooling (such as the Katz bill, and
9. force changes in existing routines.

If the board decides to act upon the proposal to go to a multitracked, year-round school these and many more issues must be considered and action taken to provide a successful implementation. An analysis of our policies will have to be undertaken to bring them in line with the year-round organization. An analysis of state law and administrative rules will need to be completed and any exemptions that may be required will have to be initiated. None, or very few exemptions are expected. Discussion with our unions will most likely be necessary to deal with any employee related issues.

In addition, it will be very important to let parents know about year-round school. I believe year-round school may be more important educationally than for any other reason. However, the issue of classroom space is certainly more pressing right now and is assuredly the trigger for this proposal.

* *

It is recommended that the board approve in principle a multitrack year-round school as proposed in this board note to begin second semester, January, 1993.

Respectfully submitted,

Keith E. Robinson
Superintendent of Schools

WOODBURN SCHOOL DISTIRCT

STAFF INFORMATION SHEET

about

YEAR-ROUND EDUCATION

Below are some questions and answers for some of the most asked questions from staff about YRE. We encourage you to keep asking questions and learning about YRE.

If you want to become involved in one of the planning groups for YRE please let your principal know. There will be numerous opportunities for participation by any interested staff members. It will require your participation and support to make YRE successful.

WHAT IS YRE?

Year-Round Education.

WHAT IS TSC?

Traditional School Calendar.

WHAT IS A TRACK?

A group of students assigned to the same schedule on a YRE plan.

WHAT IS INTERSESSION?

The vacation period of "off-track" time for a group of students on a YRE plan.

WHAT IS MULTI-TRACK?

The student body is divided into groups, attends school according to their assigned tracks, and YRE calender dates.

WHAT ABOUT REGULAR CLASSROOM TEACHERS?

The usual 191 day contract year will be in effect. However, the contract days will be spread over more days of the year.

MAY TEACHERS CHOOSE THEIR TRACK? GRADE LEVEL?

Teachers will work with the principal in determining teaching and grade level choices, and other decisions.

WILL I HAVE THE SAME STUDENTS ALL YEAR?

Yes, for the most part. Students who move into or out of the school zone during the school year will alter the classroom enrollment. Otherwise, the students will remain with one teacher throughout the year.

WILL I TEACH IN THE SAME ROOM ALL YEAR?

If your grade level has a "rover", you will more than likely be permitted to stay in the same room for the entire school year. If a "rover" does not exist for your grade level, each teacher will change rooms at some time during the school year.

WHAT IS A ROVER? INTERSESSION? OFF-TRACK?

ROVER - one of the teachers in a grade level who has voluntarily accepted the responsibility to change classrooms each time a track returns from intersession.

INTERSESSION - the time of student non-attendance between times of on-track attendance. A synonomous term is off-track.

OFF-TRACK - Synonomous with the term intersession.

WHAT ABOUT THE JULY AND DECEMBER VACATIONS?

The type of YRE calendar chosen will determine if a summer vacation is possible. Winter vacation should remain intact.

WILL MY CHILDREN BE PERMITTED TO ATTEND THE SAME TRACK AS THE ONE ON WHICH I TEACH?

Our plans include assisting the teachers whenever possible. Splitting a family among tracks should occur only if the family places such a request.

More on back page.

WHAT ABOUT EXTRA CURRICULAR ACTIVITIES?

We believe that any problem arising in this area can be resolved.

WHO DECIDES WHICH TEACHER(S) CHANGE ROOMS?

The principal at each site will decide with input from grade level teachers.

CAN YOU CHANGE TRACKS OR STAY ON THE SAME TRACK, AS A TEACHER?

Once a track has been selected or assigned, further change is viewed as non-productive for the school year. Annually, a teacher may seek to change tracks.

ARE STUDENTS, K-5, PERMITTED TO CHANGE TRACKS DURING THE SCHOOL YEAR?

Once a student has been assigned a track (parent preference will be considered), further change is viewed as non-productive, especially for the school year. It is anticipated that a student track assignment will be permanent beyond any one school year as well.

HOW DOES THE MULTI-TRACK SYSTEM WORK?

Let's say a building enrolls 800 students. Under a TSC the facility can not contain a larger enrollment. Under a YRE plan, the enrollment can be increased by 25-50% For example, the original 800 students can be divided into four equal tracks of 200 students each. An additional 200 students can be housed in the existing facility since one track of students is always on intersession.

HOW WILL YRE EFFECT PAY?

There should be no effect on pay since teachers will still be working on a 191 day contract. With YRE there are increased opportunities, however, for teachers to earn additional dollars by substituting, filling temporary positions while other staff are on intersession, teaching intersession classes if offered, or doing curriculum projects.

Classified staff will also be assigned vacation periods. Nine month employees may also have opportunities to increase their salary if they choose to work beyond their regular contract days.

We will be working on these issues as we prepare for YRE.

Area Code 503
Phone 981-9555

WOODBURN PUBLIC SCHOOLS

MARION COUNTY SCHOOL DISTRICT 103C
965 North Boones Ferry Road
Woodburn, Oregon 97071

Dear Parent:

On Monday, March 18, 1992 the School Board approved in principle a year-round school program for Woodburn Schools. I want to share briefly the following:

1. Why the district chose to move to a year-round school program,
2. What a year-round school schedule means, and
3. To let you know that you will be receiving more information about year-round schools in the near future.

WHY IS THE WOODBURN SCHOOL DISTRICT GOING TO YEAR-ROUND SCHOOLS?

Woodburn is growing. With that growth, the schools are also growing and now are over-crowded. Our schools now contain about 25% more students than they were designed to handle. That over-capacity causes many problems. Year-round school will result in fewer students in each of our schools at any particular time.

Year-round school was the option selected by the School Board because it provides the best educational advantages for our students especially while dealing with the over-capacity existing in our schools. With several shorter vacation periods, rather than one long summer break, there is less forgetting by students which means less review is needed.

WHAT IS A YEAR ROUND SCHOOL?

Year-round school is simply a yearly school calendar that, for example, gives a student four 3-week vacations spread throughout the year rather than one long summer vacation. Students will attend school the same number of days as they do now. Students will have just as many days of vacation as they do now; however, the vacation times will be different during the school year.

Over please ....

School District 103C complies with provisions of the various civil rights laws, such as the Fair Employment Practices Act, Title IX Regulations, and section 504 of PL 93-112 in employment and educational programs and activities.

Space is gained for a school by groups of students taking turns being on vacation. If there are four tracks (groups) of students in a school, one of those tracks is always out on vacation while the other three groups are in school.

HOW WILL WE FIND OUT MORE INFORMATION ABOUT YEAR-ROUND SCHOOL?

Over the next few months we will be sending more information home with your child. You may watch Northland Cable T.V. channel 34 or channel 11 for more information. Woodburn Independent will feature some articles explaining year-round school. Public information sessions explaining year-round school will be scheduled and we will want to hear what you have to say.

You are always welcome to call the principal of your child's school with questions. We want you to know more about year-round school. We think you will find that it will be most beneficial for your child's education and will open new opportunities for family activities.

This is only the beginning of the information you will receive on year-round school. If you want to be involved on some of the planning and advisory committees, please let your child's principal know of your interest. We need the support and help of our parents to make this exciting change successful.

Sincerely,

Keith E. Robinson
Superintendent of Schools

Esta carta sobre la educación durante todo el año será traducida al español y al ruso y se mandará a casa inmediante despues de las Vacaciones de Primavera.

Si usted tiene preguntas, favor de llamar al 981-9555.

Это письмо о целом годном образовании будет переведённо на русском и на испанском языке. Будем отсылать сразу после весной каникул.

Если вы имеете вопросы звоните 981-9555.

WOODBURN SCHOOL DISTRICT

981-9555

QUESTIONS & ANSWERS

ABOUT

YEAR-ROUND EDUCATION

What is Year-Round Education?

Year-round education means that the educational process traditionally offered on a 10-month calendar from September through June is offered throughout 12 months of the year.

Year-round education does not mean your child will go to school all year. Instead, it means your child's 10 months (actually 177 days or 36 weeks) of instruction are divided into several sessions.

In the 45/15 calendar, for example, each session lasts about nine weeks or 45 days and is followed by a vacation of approximately three weeks or 15 days. This cycle is repeated for each child four times throughout the school year.

What are the new terms being used to describe Year-Round Education?

Some new words/terms will enter your vocabulary as YRE is discussed. Here are some of the words, and their definitions:

Track - A group of students assigned to the same schedule on a YRE calendar.

Intersession - The vacation period or "off-track" time for a group of students on a YRE plan.

Single Track - The entire student body attends school and has vacations at the same time, but they utilize a YRE calendar.

Multi-Track - The student body is divided into groups, attends school according to their assigned tracks and YRE calendar dates.

TSC - Traditional School Calendar

Will YRE take the place of building new schools?

No. We are so far over capacity in our schools that YRE will just get us back to the capacity limits in our schools. We may still need to use modulars at some of the schools even with YRE. New schools are still desperately needed in Woodburn.

Does the YRE calendar really provide more space in a school?

Yes. A school which is built to house 600 students can accommodate up to 800 students (a 33% increase) on a four track calendar. Three of the four tracks of students (600) are always in attendance, with one of four tracks of students (200) always being on vacation. Also, a four track calendar can be fit into the July 1-June 30 fiscal year without difficulties. Other YRE calendars utilize different numbers of tracks.

Some YRE calendars utilize three tracks. Two tracks of students attend school while the third track is on vacation. An enrollment increase of up to 50% is possible with the YRE calendar. Each type of calendar has advantages and disadvantages. We will work with a group of parents and staff to design a calendar that best meets the needs of this school district and community.

Who decides on what track a student will be placed?

All students in the same family who attend Woodburn schools will be assigned to the same track. Parents are given the opportunity to express their preference as to track assignment. This provides families more options when selecting vacation times. Parents and staff will be involved in developing the plan to be used in track assignment, including hardship considerations.

Families enrolling after the regular preference selection time will be assigned to tracks where space is available. The principal will assign students to a track based on the individual needs of the student and, whenever possible, on parent preference. Normally, all children in the same family are assigned to the same track.

What will be the financial impact caused by year-round busing, maintenance and teachers?

Teachers will still only teach 177 days per year, the same as they do now. There should not be any increase in salaries because we are going on year-round education.

In terms of busing and maintenance, it would be logical that if a school is operating all year long, it will receive an extended amount of use but not by as many students at one time. I can't give you a dollar figure as to how much it would cost at this time. Finding blocks of time to do maintenance projects will be the most difficult issue.

Who will our kids play with on vacation if their playmates are all on different tracks?

Undoubtedly there will be someone in the neighborhood who is on the same track. The Parks and Recreation Department is planning how their program can be adjusted to accommodate the needs of our community. The churches in YRE communities also can adjust to find new and better ways of serving the religious needs of students.

What about families who leave on vacation for the summer? How can they take a family vacation when students are on various schedules?

It is our intent to keep families on the same track so family vacations can be planned throughout the year using the YRE calendar. Imagine taking a vacation with your family when rates are usually cheaper and you don't have such large crowds of people.

What about holidays such as Thanksgiving, July 4th, etc?

All legal holidays will be observed under year-round schools just as they are for students on the traditional calendar.

When students are getting ready to go "off track", won't they have to clear out all of their things in order to make room for the next track of students who will be utilizing their classroom?

The District will be providing mobile storage units for teachers to house their instructional materials. We envision that the textbooks will remain in the classroom and will be used by the next group of youngsters. Students' personal items, such as coats, lunch boxes, etc., would be taken home. Other items such as pencils, crayons, scissors, etc. could easily be placed into storage until the students return from their intersession.

Why did the School Board decide on this program for full school utilization?

Rapid growth of our school enrollment, coupled with not having enough classrooms to adequately house students has caused our schools to be overcrowded. A study showed the program was successful in other states. The year-round education program was the best educational option when compared to alternatives: increase class sizes, double sessions or adding more modular classrooms. All available data indicates that students in the YRE do as well or better academically than those on the traditional calendar.

Does the YRE Calendar affect the Student/Teacher Relationship?

No. The student has the same teacher all year. If the student is "off track" the teacher is also "off track." Teachers and students may change classrooms during the year. Room assignment for some students may change after some vacation periods.

Are activities planned for students who are off track?

Yes. We will be working with several area churches and organizations, including the Woodburn Recreation Department, to offer activities at times that would provide services for Year-Round students.

How will child care be affected by the year-round schedule?

I am told child care in this community is a problem irrespective of whether your children are on the traditional schedule or the year-round schedule. Kids are not going to need any more days of child care, however, it will be spread throughout the calendar year which may make child care easier to obtain.

Where will parents find child care?

Schools and families who have been on year-round programs have found that child care opportunities continue to be available. (This is true whether a school is on a September-June calendar or a year-round calendar. Child care providers adapt to the schedules of the families they serve.)

What steps are taken to accommodate new students who enroll after the start of the year in YRE?

Just as in a traditional-calendar school, a student is placed in the appropriate grade and classroom based on age and previous school experience.

What are the effects of the YRE Calendar on the instructional program?

What is taught and how it is taught is not influenced by the school year calendar. The same number of days are scheduled for instruction on both year-round and traditional school-year calendars. Data indicates that students on the YRE Calendar perform as well or better academically than students on traditional calendar. In part, this is because with shorter vacation periods students do not forget as much so there is less review time needed.

Are bus students limited to certain tracks?

No. Buses will operate on regular routes to each bus stop during every school day. Only those students who are "on track" on a given day will board the buses. The others will remain at home.

Will kindergarten and special education classes be utilizing the year-round Education tracks?

Yes, all grades K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and special education will be utilizing the Year-Round Education system.

Will hot summer weather interfere with students' learning?

No, all schools are air-conditioned except Washington Elementary. We are currently looking at the possibility of air conditioning the classrooms at Washington.

During a year-round schedule, will the school hours remain the same?

Yes, they will.

How do you plan to officially notify the public of Woodburn School District's intent to implement year-round education?

We will publicly notify. We will do it in writing by sending information home with students, using T.V. Channel 34, and providing newspaper stories, etc. We are trying to communicate in any way that we possibly can, and we will continue to do so.

How will students be able to go out for sports in YRE?

Even though a student is on intersession they will be able to continue participation in extra curricular activities. In some cases they may continue some courses during intersession if they choose to do so. Examples are band, chorus, drama and yearbook.

How will I be able to work on the farm to save for college?

Of course, everyone should have at least a 3 week intersession during the summer. In certain situations a change of tracks may allow a longer period of time for a student to work during the summer. We are still looking at how to solve this issue in the best way possible.

If you have a question, please give us a call.

You may call your Principal or Superintendent Keith Robinson at 981-9555.

WHAT YRE CAN DO

1. YRE enhances the retention of learning by reducing the traditional 3-month summer vacation to shorter vacation periods.

2. YRE provides intersession for remediation and/or enrichment (45-15 calendar).

3. YRE provides winter vacations/intersessions for migrant students.

4. YRE provides quality substitute teachers and quality teachers for intersession programs.

5. YRE reduces teacher and student burnout.

6. YRE provides continuing, year-long opportunities for staff development.

7. YRE provides students on intersession the opportunity to volunteer in various capacities at school.

8. YRE may extend and enrich opportunities for co-curricular and extra-curricular activities.

9. YRE provides students and their families with multiple vacation options during the school year.

G:\APPS\EXPRESS\DOCS\ YRECANDO

Open Meeting
for all parents
on
Year-Round Education

WHY:

In July, 1993 Woodburn School District will move to a Year-Round Education calendar. We want you to know why and we also want to know how you think the calendar should be constructed to best meet the needs of your family.

WHO:

The School Board will conduct open meetings to hear from our parents.

WHEN & WHERE:

Nellie Muir School	*Thursday, May 21, 1992*	*7:00 p.m.*
Lincoln School	*Wednesday, May 27, 1992*	*7:00 p.m.*
Washington School	*Monday, June 1, 1992*	*7:00 p.m.*
French Prairie Mid	*Tuesday, June 2, 1992*	*7:00 p.m.*
High School	*Thursday, June 4, 1992*	*7:00 p.m.*

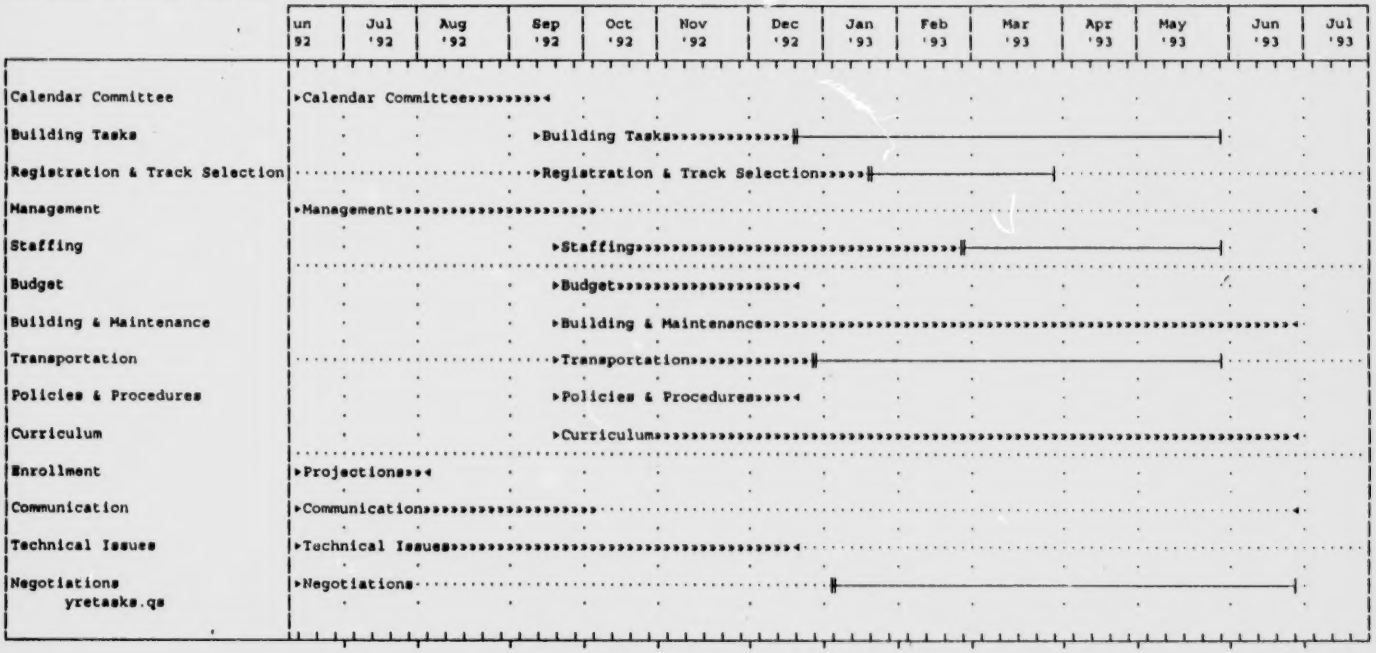
If unable to attend the meeting at your school parents are welcome to attend at another school.

WOODBURN SCHOOL DISTRICT

PLANNING TIMELINE

March 1992

Year-Round Education Timeline



Calendar Committee
06-15-92 to 09-14-92 [68 days]

GOAL: To study and adopt a YRE calendar.

TASKS:

Adopt YRE Calendar
Intersession: who, where, when.
Graduation timeline
Bell schedule
Transportation
Identify full year programs:
- Special Services
- Special Programs (I, IM)
- Media
- Music
- Counselors

Consultants schedules
Visitations to other YRE districts

Building Tasks
09-14-92 to 12-21-92 [70 days]

GOAL: To design building organizational plan to implement District Adopted Plan.

TASKS:
Determine classes to be offered
Prepare a YRE calendar for Bldg.
Determine scheduling timeline.
Decide homerooms, lunches
SWE, Work Exp., Voc. Ed. Tech/Prep
Athletics, CoCurricular
Student Activities
Develop calendar of programs, Act.
Recommendations for Admin., counselor and dept. structure.

Registration & Track Selection
09-14-92 to 01-18-93 [90 days]

GOAL: To define policies, procedures, forms, and organization to carry out registration and track selection to meet District criteria.

TASKS:
Track selection policy & procedures.
New Student checkin after start
Forcast classes
Counselors meet w/students to schedule
Master schedule developed
Final decision on cross tracked classes.
Students select tracks
Students notified of track
Registration
Tracks balanced & assignments made

Management
06-15-92 to 07-05-93 [275 days]

TASKS:
Management Coordinating Team

Staffing
09-21-92 to 02-22-93 [110 days]

Policies & Procedures track selection and assignment
Contract language: HEA, CSEA, Subs
track assignments etc..
Recommendation for classified an responsibilities
Specialist schedules
Establish staffing-# Teachers (3)
# of add. Teachers for YRE (5)
ESD Services Schedule
New/add. class. employees
New teachers for tracks B & C
Room sharing agreements
Teach.,counsel.,class. sel.tracks
Define admin work schedule

Budget
09-21-92 to 12-21-92 [65 days]

TASKS:
Budget, purchase requisitions, etc

Building & Maintenance
09-21-92 to 06-28-93 [200 days]

TASK:
Facility remodeling & work orders
Facility utilization: Gym, summer programs
Maintenance Dept. - deep cleaning, work orders, etc.
Teacher storage facilities (1) purchased

Transportation
09-21-92 to 12-28-92 [70 days]

TASKS:
Transportation schedule
Special Ed. Transportation

Policies & Procedures
09-21-92 to 12-21-92 [65 days]

TASKS:
Program change policies developed
Reviews policies that pertain to YRE
Attendance policies and procedures developed

Curriculum
09-21-92 to 06-28-93 [200 days]

TASK:
Curr. needs: Health, study skills driver's ed
Curr. revisions submitted for approval
Schedule for testing, i.e., CAP, PSAT,CTBS
Curriculum revision
Policies for textbook distribution, collection, etc.

Projections
06-15-92 to 08-03-92 [35 days]

TASKS:
Establish enrollment projections (2)

Communication
06-15-92 to 06-28-93 [270 days]

TASKS:
Faculty prep period meetings: student info. w/teacher explanation
Parent info. mailings and meetings to provide YRE info.
Child care, parks & Rec., churches businesses
Staff communication during summer

Technical Issues
06-15-92 to 12-21-92 [135 days]

TASKS:
Identify potential equipment needs/costs
New computer system up and on line
Food service needs: lunches, nutrition
Data processing facilities (6) decision
Data processing needs: Track selection, master schedule, report cards, alpha lists
Computer scheduling, attendance - # of days, etc.

Negotiations
06-15-92 to 01-04-93 [145 days]

GOAL: To complete negotiations for proper staffing, budgeting, and planning.

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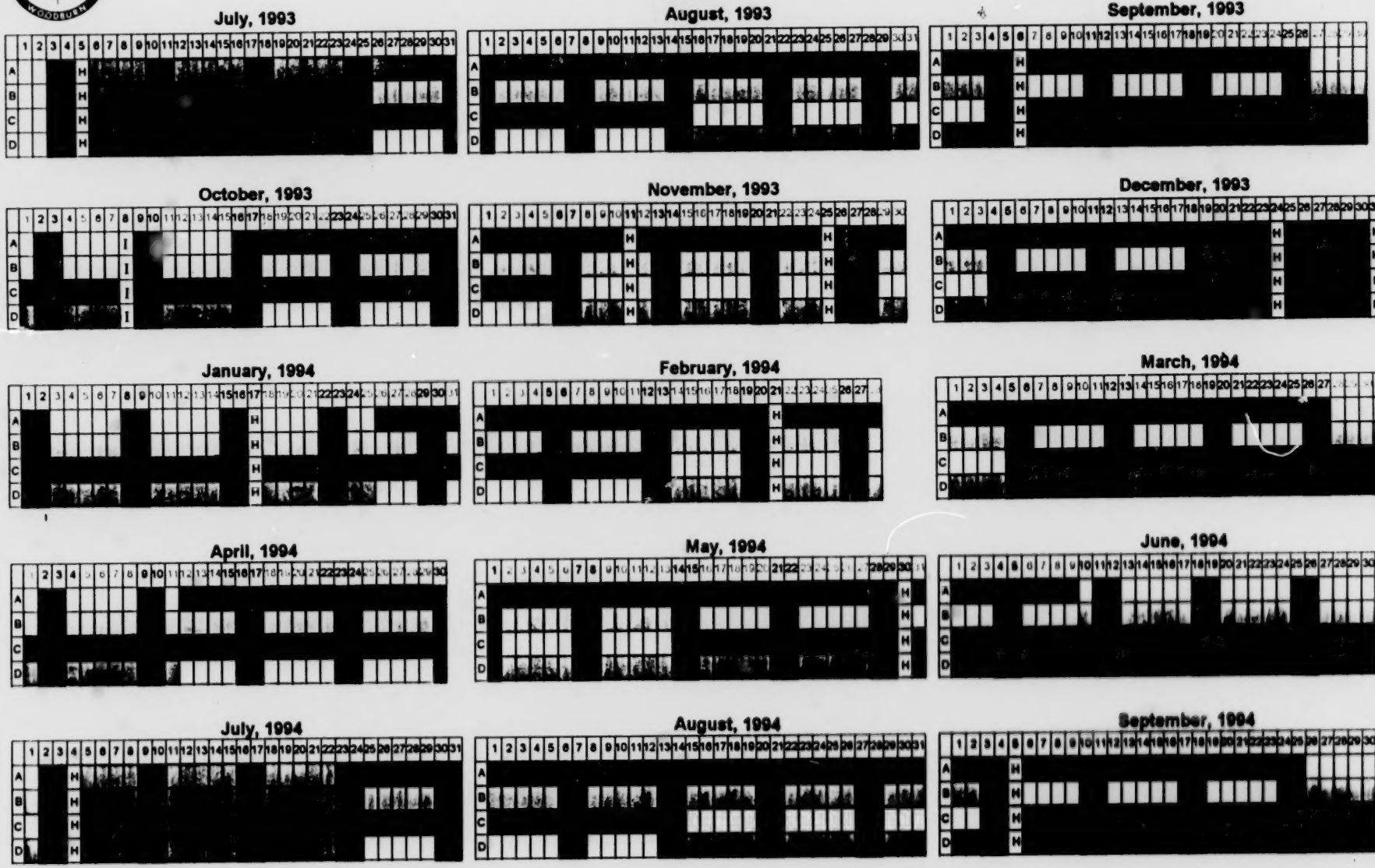
WOODBURN SCHOOL DISTRICT
STUDENT YEAR ROUND CALENDAR
(Grades K - 8)

1993-94

Adopted 9/21/92
Revised 5/10/93

30 High School Schedule
(Student Days)



Track A
Track B
Track C
Track D
H Legal Holidays
Common Vacation Days
Time Off
Weekends

WOODBURN SCHOOL DISTRICT
STUDENT
VACATION SCHEDULE
YEAR-ROUND EDUCATION
(GRADES K - 8 ONLY)

1993 - 94

TRACK	VACATION MONTHS & DATES		
A (BLUE)	July 1, 1993	-	July 23 (Common Break)
	Sept. 27, 1993	-	Oct. 15, 1993
	Dec. 20, 1993	-	Jan. 3, 1994 (Christmas Break)
	Jan. 3, 1994	-	Jan. 25, 1994
	March 28, 1994	-	April 11, 1994
	June 10, 1994	-	July 1, 1994
	Statewide Inservice Day	-	*Oct. 8, 1993*
B (ORANGE)	July 1, 1993	-	July 23, 1993 (Common Break)
	Sept. 6, 1993	-	Sept. 24, 1993
	Dec. 6, 1993	-	Dec. 20, 1993
	Dec. 20, 1993	-	Jan. 3, 1994 (Christmas Break)
	March 7, 1994	-	March 25, 1994
	May 16, 1994	-	June 9, 1994
	Statewide Inservice Day	-	*Oct. 8, 1993*
C (GREEN)	July 1, 1993	-	July 23, 1993 (Common Break)
	Aug. 16, 1993	-	Sept. 3, 1993
	Nov. 8, 1993	-	Dec. 3, 1993
	Dec. 20, 1993	-	Jan. 3 (Christmas Break)
	Feb. 14, 1994	-	March 4, 1994
	May 2, 1994	-	May 13, 1994
	Statewide Inservice Day	-	*Oct. 8, 1993*
D (RED)	July 1, 1993	-	July 23, 1993 (Common Break)
	July 26, 1993	-	Aug. 13, 1993
	Oct. 18, 1993	-	Nov. 5, 1993
	Dec. 20, 1993	-	Jan. 3, 1994 (Christmas Break)
	Jan. 26, 1994	-	Feb. 11, 1994
	April 12, 1994	-	April 29, 1994
	Statewide Inservice Day	-	*Oct. 8, 1993*

Woodburn School District

YEAR-ROUND EDUCATION CALENDAR FEATURES

adopted September 21, 1992

ELEMENTARY AND MIDDLE SCHOOLS

* **All Schools, grades K-8.**
* **Modified 45/15 YRE Calendar.**
* **FEATURES:**
    * *Common vacation for all students during July*
    * *Four track calendar (4 multiple week intersessions)*
    * *2-week Christmas break in 1993-94 calendar*
    * *No Spring Break*
    * *170 student instructional days resulting in:*
        * *slightly longer days*
    * *Minor changes possible as planning continues*

WOODBURN HIGH SCHOOL

* **Maintain traditional calendar**
    * *No multitrack YRE at Woodburn High School*
    * *Maintaining common vacations as K-8 YRE Calendar*

* **Other options to be pursued to deal with overcrowding**

WOODBURN SCHOOL DISTRICT

Vol. 2 No. 1 Fall 1992 Woodburn, Oregon 97071 981-9555

WHY YEAR-ROUND EDUCATION?

SCHOOL OVERCROWDING

As the population of Woodburn grows, so too does the student population in our schools. Woodburn Public Schools added classroom space in 1989 to accommodate the state-mandated addition of Kindergartens. Now we face the population growth of Woodburn. As new businesses and housing developments are built, so must our school district add space for students. Year-Round Education will allow us a little time to build the necessary classrooms for students in grades K-8.

IMPROVED EDUCATION PROGRAMS

Year-Round Education provides an opportunity to structure programs which enhance the academic achievement of our children.

Research shows that some students not only learn more slowly, but they tend to lose their knowledge more rapidly during vacation periods. Shorter vacation breaks enhance the momentum and continuity of instruction and produce high payoffs for educationally and economically disadvantaged students.

CHILD CARE AND YEAR-ROUND SCHOOL

Child care is a concern for families even before Year-Round school. However, making arrangements for three weeks of child care is generally easier than for three months. Child care costs are also spread more evenly throughout the year.

Fewer children needing child care on a more regular schedule makes it easier for child care providers to make the necessary accommodations.

With time to plan for the beginning of year-round child care, parents and providers can make the necessary adaptations.

TRACK SCHEDULES AND VACATIONS

Students and parents have expressed concerns about students being on different tracks or schedules. With the decision to maintain a traditional calendar at the high school for the time being, that will be true of families with elementary and high school students.

However, there are some common vacation times for all students K - 12. You may also want to select a track that has other common vacation times with the high school's traditional calendar. Some families even find advantages in having children on different tracks. This allows them to spend time with a child one-on-one.

Each family needs to look at the calendar and make a choice that suits their particular scheduling needs.

CALENDAR DECISION MADE FOR W.H.S.

At the October School Board meeting, action was taken to leave the high school with a traditional school calendar. This leaves the school district with an unachieved goal of providing a common calendar for all students K - 12 .

Since it has been decided not to use multi-track year-round at the high school, the major problem of overcrowding still exists. Jack Bimrose, Principal, continues to work with staff and other groups to explore options that will meet the needs of an overcrowded school.

Traduciones de cualquier articulo estan disponibles llamando al 981-9555.

Перевод на русском языке любая статья можно получить если позвоните 981-9555.

TRACK SELECTION

Track selection will begin early in 1993. Parents will be asked to look at the tracks available and rank in order of priority their selection of the 4 tracks. Families may want to take into consideration when they will have vacations at work, summer camps for their children and jobs. Three tracks begin on July 26. The fourth begins August 16. The school district will try to honor family preferences.

PARKS & RECREATION

This group is already planning a schedule which provides activities and athletics during the intersessions. The school district will be working with other groups to find ways to schedule scouts, 4-H, Community Center and other activities.

INTERSESSION VACATIONS

Each intersession vacation is about three weeks in length. These vacation breaks are between quarters for students. This is an opportunity for families to take vacations or plan other activities together.

VACATION

All students are on vacation July 1 - 23, 1993 and December 20, 1993 - January 2, 1994.

LEGAL HOLIDAYS

Legal holidays are marked on the calendar with "H." There will be no school for students and staff on those days.

YEAR-ROUND CALENDARS

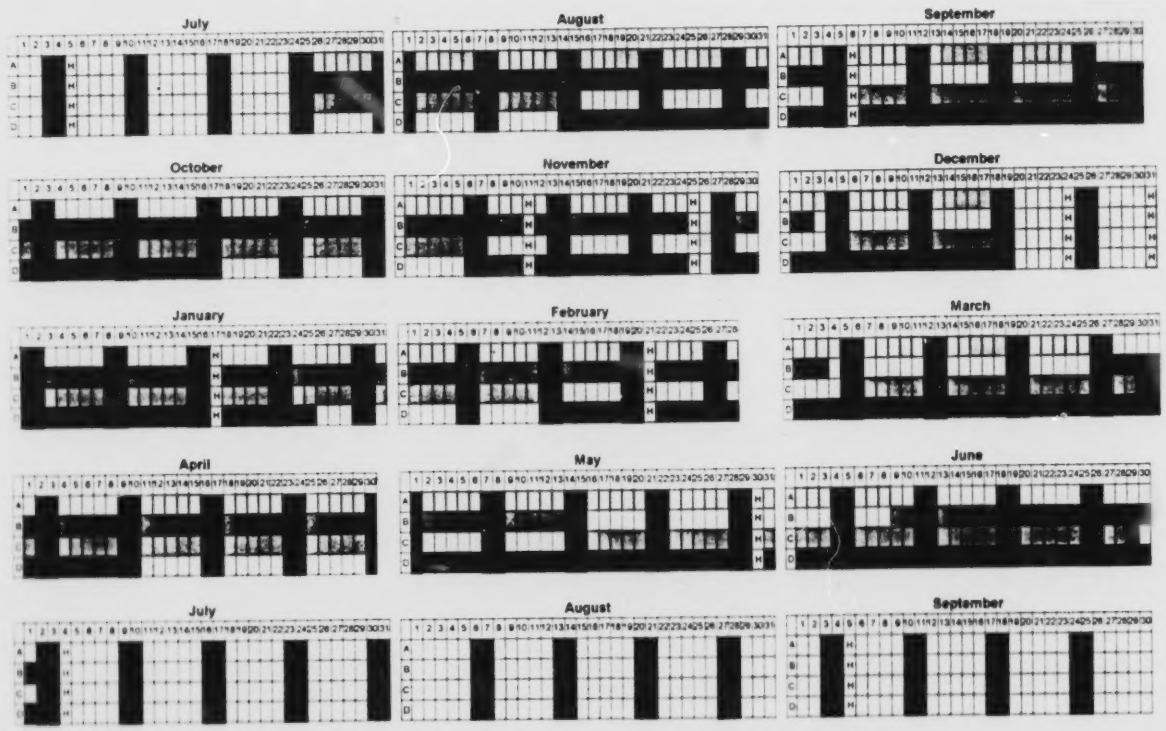
How long we will do year-round? That will certainly be a decision of the community and the school board when overcrowding is eased.

STUDENT YEAR-ROUND CALENDAR FOR 1993-94
170 YRE Calendar Adopted 9/21/92

H Legal Holidays

Weekends

Time Off (Intersession)



ACADEMIC BENEFITS

The experience of schools which have adopted YRE have reported improved academic performance. Achievement test scores have risen and parents have been pleased with their child's learning. Students who take shorter education breaks tend to retain more of what they have learned. Less time is spent getting students into the routine of school.

BROTHERS, SISTERS, FRIENDS AND RELATIVES

Students and parents have wondered what will happen when a student is not on a track with their brothers, sisters, friends and relatives. Track selection will be based upon family track preference. Whether brothers and sisters are on the same track will be a parent decision. Some parents may choose not to have children on the same track allowing them time to spend with a single child. Others prefer them to be together. Similarly, that choice can be made for friends and relatives, if families choose to do so. The school district will make all efforts possible to honor family preferences.

HIGH SCHOOL CALENDAR

The decision of the School Board is to maintain a traditional single track calendar for the high school at this time.

ATHLETICS

After-school activities will continue at the schools. If students are not on a track when their athletics or activities are scheduled, they will still have an opportunity to continue participation during intersession vacations.

SPECIAL PROGRAMS

Fundraisers, clubs, student government, band and choir trips, and other special programs for students will continue.

MORE INFORMATION?

Calendars and information about year-round education will be available during parent meetings or you may call the principal of your child's school.

ST. LUKE'S SCHOOL

St. Luke's will choose their own calendar for the school year.

Special thanks to the students in the 8th grade journalism class for their questions, comments and observations on year-round education.

Sulema Cibrian
Irena Kojin
Andy Beyer
Catie Leder
Becky Bowar
Christy Horton
Luis Diez
Mike Sheirbon
Jennifer GrosJacques
Maggie Flores
Julissa Vasquez

Woodburn School District
Office Hours
Monday through Friday
8:00 A.M. to 5:00 P.M.

Woodburn Public Schools
965 N. Boones Ferry Rd.
Woodburn, OR 97071

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CALENDAR OF EVENTS & ACTIVITIES

November 11	Veteran's Day	NO SCHOOL
November 16	School Board Meeting	
November 25	Thanksgiving Vacation	NO SCHOOL
November 26	Thanksgiving Day	
November 27	Thanksgiving Vacation	
December 10	French Prairie's Winter Program	
December 15	Lincoln's Winter Program	
December 18	Nellie Muir's Winter Program	
December 21	School Board Meeting	
December 21	Christmas Vacation begins	
January 1, 1993	New Year's Day	
January 4	School resumes	
January 15	M. L. King Day	NO SCHOOL

SCHOOL BOARD MEETINGS ARE HELD IN THE FRENCH PRAIRIE MIDDLE SCHOOL LIBRARY. THEY BEGIN AT 7:30 P.M. THE PUBLIC IS INVITED TO ATTEND.

DISTRICT BUYS PROPERTY

Woodburn School District recently completed the purchase and annexation of a 48 acre piece of property on Parr Road. Upon passage of a bond measure and a decision of the school board, the property is intended for the construction of a new high school, or a second middle school and an elementary school.

The property is located next to Centennial Park. If the new Interstate 5 interchange is located nearby, a redesigned Parr Road would likely be placed on the south side of the property providing excellent access to the school property.

The property will continue to be farmed and remain on the tax rolls until it is used for school purposes.

WATCH CABLE CHANNEL 4 FOR THE MOST CURRENT CALENDAR OF EVENTS AND INFORMATION

Visitation Teams

Visitation Plan: The plan is to have two teams visit the two areas noted below. A purpose or goal needs to be established for each representative A written report will be expected within one week of return that responds to designated questions related to that representative's tasks.

a. Determine visitation team (tentative)

TEAM	Oxnard Area	Granite Area
Principal		
Secretary		
Teacher (2)		
Parents (2)		
Union Rep.	XXXXXXXXXXX	XXXXXXXXXXX
Classified		
Certified		
D.O. Staff		
Board Member		

b. Establish Goal of each representative:
c. Prepare questions (tentative, 1st draft):
d. Evaluate our draft plan:

Future Teams: It is anticipated that an additional team or teams will be sent on another visitation in March or April (Perhaps Spring Vacation). I would like to have each of the principals and their secretaries visit as an absolute minimum

Union Team Members: Union Reps will be requested to accompany a visitation team on a shared expense basis. The district will cover airline fare, shared costs of rental cars, parking, etc.. Association will assume cost of lodging, food, and miscellaneous costs incurred by the individual. A second certified union representative is being sent with full cost paid by the union.

Travel Procedures: All other representatives will travel as a group and follow district travel and reimbursement procedures.

Woodburn School District

YRE Visitation Questions

WHO	QUESTION
BTPD	Has Your Opinion Changed About Yre Since You Began? How? Positive Or Negative?
	What Are The Best Benefits Of Going Yre? The Worst?
BTRD	What Happens If It Is Decided To Stop Yre?
D	Do Bus Drivers Get Wage Increases With Yre?
	What Provisions Will Allow Special Education Folders With Qualifying Data Be Transferred Between Schools In The Summer?
PBD	Will Community Support For The Yre Be Sought In Little League, Summer Scouting Camps & Events, Summer Rec Day Camps?
PD	Children Of Family Business - How Do They Receive The Regular Blocks Of Time For Work?
	Do You Offer Intersession Opportunites For Families?
PTRD	Who Evaluates Yre Program? Committees?
RD	Any Important Information Pertaining To Maintenance.
	Communicating Tracks With Parents.
	How Do You Meet The Needs Of Your Family On Different Schedules?
	May We Have A Copy Of Your Cleaning And Maintenance Schedules?
	What About Air Conditioning?
	What About Bus Schedules?
	What About Track For A Child That Is In A Traditional Program Coming In The Middle Of The Year?
	Who Decides What Track A Student Is On When There Is A Disagreement?
	Who Get Priority In Deciding Extra Pay Days?
RTPD	Are The Children Motivated During July (or Summer Track)? What About Migrant Children?
SRD	Do Support Staff Work On An Extended Contract Or Have The Opportunity To Work On An Extended Contract?
	How Many Days A Year And How Many Hours Per Day Do Support Staff Work?
	If Schedules Will Be Staggered How Will They; Cover Vac. W/ Duties Be Covered In Absence,w/add. Personnel Need To Be Employed?
	Will Classified Personnel Work A Longer Year, Or Will They Stagger Their Schedules?
	Will District Maintenance Staff Be Available Through The Summer?
	With The Increased Workload, What Provisions Will Enable Secretaries To Be Able To Get The Job Done?

Code reference on back page

WHO	QUESTION
TBDR	Cost Effectiveness?
TD	What About Parent Visitations Relating To Divorced Parents (summer With One Parent)?
	Will Teachers Have The Opportunity To Attend Summer Inservice Classes?
	Will Teachers Have The Opportunity To Pursue Degree-seeking Programs At University Level?
TPBD	When And How Will They Be Able To Schedule Vacations, And Who Covers In Their Absence?
TPD	Do Anniversay Times Change Because 9-month Employees Become 12-month Employees?
	How Do The Staff Of Special Services Feel About Their Work Schedule?
	Ow Are Special Services Team Meetings Done? Ex: Currently once A Week.
	Vacation Planning-how Much Notice, Can You Use Anytime,or At D.O. Policy That Would Be Predesignated?
	What Is Done With Sp.Ed Kids-full Inclusion, How Do They Mainstream?
	What Is The Time Frame For The Process Of Changing Tracks regarding Track Assignment?
TRBD	If Schedules Will Be Staggered, What Contract Provisions Are Made For Faculty And Staff.
TRD	Are Instructional Units Planned Per Session Or Per Year?
	Are Teachers Allowed To Change Track? If So, What Are The Procedures And When Do These Occur?
	At Intersession Do Faculty That Are Substituting Get Paid At Higher Rates?
	Availability Of Material In Summer (films, Etc).
	Class Size - Will Each Class From Track To Track Have Comparable Class Size?
	Do Specialists Change Rooms? Equipment Storage, Text Storage, Instrument Storage - How Is Storage Handled?
	Do Teachers Have The Opportunity To Work On More Than One Track If They Desire?
	Do The Spec.Ed. Teachers Job Share? Fill In For Each Other throughout The Year?
	Do They Feel Like Separate Schools - Each Track A School
	Do They Have A Librarian In Each Building? If No,How Is The Library Program Run For Checking Out Books & For Teaching Of Skills?
	Do You Provide (hire) Extra S.S. For Flexibility Between Tracks?
	Do You Provide Extra Contract Curriculum Planning For S.S?

Code reference on back page

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Woodburn School District

YRE Visitation Questions

WHO	QUESTION
TRD	Does Library Have A Full Time Qualified Assist?(one Who Can Type,knows The Library Procedures And Equipment Functions)
	Has A "summer School" Been Implemented Between Tracks?
	How Are Teachers/coaches On Break Compensated?
	How Are Tracks Assigned To Take Time Off To Further Their Education?
	How Do Specialists Select Their Tracks? Seniority?
	How Do They Maintain Continuity Among Grade Levels On Different Tracks?
	How Does Your Staff Place New Students In S.S.?
	How Many Hours A Day Does The Librarian Work? Days A Year?
	How Many Inservice Days?
	How Many Kindergarten Teachers Are Needed For Four Tracks?
	How To Deal With Sports Programs.
	If Contracts Are Extended, Are Sick Days/personal Days Extended?
	Inservice Days?
	Is It Still 8 Hr Days?
	May We Please Have A Copy Of Your Music, Pe, Media, And Counseling Schedules?
	Ow Are Support Services Allocated Equally To Students On All Tracks?
	Programs-christmas, Spring, Assemblies, Chorus - How Do Music Specialists Deal W/ Attence In Performance Vs. Created Absences?
	Special Ed - Number Of Contract Days And Number On Case Load Per Specialist
	Special Programs(library, Music, Pe,tag,ci, Etc,) How Are They Scheduled? What Abo... Extended Contracts?
	Specialists'schedules? How Are They Formulated? Are They Forced To Work A Differe... Schedule Than Classroom Teachers?
	What About Austrian Holidays?
	What Do You See As The Three Most Important Things We Should Know
	What Kind Of Storage Will Be Available To Teacher? What Size And How Big?
	What Problems Have Come Up That You Did Not Forsee And How Were They Handled
	What Type Of Scheduling For Library Skills Is They Use? Traditional 30 Minutes A We... Flexible?

Code reference on back page

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WHO	QUESTION
TRD	When And Who Does The Library Maintenance? Building Or district?
	Where Do You Get Financing?
	Where To Store Cars, File Cabinets, Desk, While Teachers Are Off?
	Where Will Teachers Work While They're Out Of The Classroom?
	Who Decides Curriculum Used?
	Who Decides What You Are Teaching?
	Who Decides Who Shares Room, Where Things Are Stored, Where You Go When You Return From Break?
	Who Develops A Master Schedule? Is There One?
	Will People Be Able To Take Time Off To Further Their Educations?
	Will Scheduling Be Coordinated To Avoid The Problems Of Approaching Track Changes?
	Will The Information About Special Events Be Distributed Early Enough So That Off-track Participants Will Be Informed?
	Will There Be Inservice Or Common Days Of Vacation Or Not At All?
TRDP	Can Students Change Tracks Mid-year?

Code Reference

B - Board
T - Teachers
P - Parents
D - District Administrators/Principals
S - Secretaries
R - Resource Teachers

ACADEMIC ADVANTAGES OF YRE

- SHORTER VACATIONS EQUALS MORE CONTINUOUS MODE OF LEARNING
- LESS TIME SPENT IN REVIEW
- BENEFICIAL TO DISADVANTAGED STUDENTS
  - DISADVANTAGED
  - ESL
- LESS BURNOUT
- MORE TIMELY OPPORTUNITIES FOR ACADEMIC REMEDIATION OR ENRICHMENT
- GREATER GAINS IN ACHIEVEMENT TEST SCORES

NOTES REGARDING ACADEMIC ADVANTAGES OF YRE

Notes from various sources used by Curriculum Director for presentation purposes

- **SHORTER VACATIONS EQUALS MORE CONTINUOUS MODE OF LEARNING**

  Shorter vacations means less learning loss and thus more retention of concepts learned. "Longitudinal studies of learning have found that the pace of learning slows considerably during the summer." The learning curve drops sharply during the summer months. Albuquerque NM 92% teachers & 74% parents shorter vacations enhanced student achievement

- **LESS TIME SPENT IN REVIEW**

  Time traditionally spent on review at the beginning of the year is reduced or eliminated, as is time spent on "wrapping up" at the end of the year. Some teachers report that the four to six weeks spent at the beginning of the year is reduced which allows more time to introduce new curriculum material to the entire class.

- **BENEFICIAL TO DISADVANTAGED STUDENTS**

  · **DISADVANTAGED** - *New York report in 1978 ...appears that traditional summer vacation is threat to the retention of learned knowledge of 40%...Advantage students take vacation trips, excursions to museums and libraries, summer camp.. often gain an additional month of knowledge...disadvantaged have a 3-4 month loss..Cobb County, GA study reached similar conclusions*

  · **ESL** - *have little exposure to the English language over long vacation period...one teacher in our district expressed his frustrations one fall about how hard he had worked with his Russian speaking students the year before. Many of them had not spoken a word of English since they left in spring. Had to review long and hard to get them back to where he had left them.*

- **MORE ENTHUSIASM FOR LEARNING**

  Many reports from visitations and from the YRE conference presentations on the less burnout, more refreshed outlook on both teachers and students; parents often express belief that their children are learning more;

- **MORE TIMELY OPPORTUNITIES FOR ACADEMIC REMEDIATION OR ENRICHMENT**

  Intersession activities can provide remediation in more timely fashion rather than waiting for a summer school session after a year's worth of work...whether a remedial or enrichment activities, it can be geared more to student needs . alternatives to regular classrooms.. field trips...hands on experiences...

- **GREATER GAINS IN ACHIEVEMENT TEST SCORES**

  San Diego study, from 1982-1990, greater gains for every grade level for YRE than traditional

  Oxnard study, a seven year comparison on California Academic Proficiency test (much like our state wide assessment test) showed YRE average increase in scores doubled, tripled and in some instances more than quadrupled the average state increase...

  Some reports show no significant differences..but often done after one year, not on a longitudinal.. populations different...often due to factors unrelated to YRE calendar....these researchers concede there is no negative impact on achievement.

Schools will go all year

Teachers, students prepare to adjust to year-round schools

YRE could be a good thing

Year-round school is best option

School's start could pave road others will follow

Robinson

WD board just doesn't listen

Woodburn pupi... return to sch... on a summ...

START

Other school times to change

FIRST-DAY JITTERS IN JULY

WD teachers reject report about YRE

YRE track assignments go out

Year-round school plan

Woodburn Goes Year-Round

Year-Round-Education gets underway

Year-round pla... gets parents riled

Teachers ... question

School plan not worth it

To the editor

School: Year-round schedules not new

...nd school approved

School bells will ring next week

Woodburn schools soon to begin year-round schedule

Y-R school is not only way

School didn't talk with parents

Year...

Woodburn teachers, district agree on ye... ...nd contract

...ound

overcrowding, Wood... ...dale and three elementary schools went on a year-round schedule Monday.

Students at each school are di... vided into four groups, or "tracks." The tracks, each in class nine weeks and on break three weeks, are stag... gered so that three groups are in session at one time.

Two Salem-Keizer schools wil... pilot a yearlong plan in Septen...

Year-round school starts for ...dents

Calender not so confusing

New school plan needs more study

Summer ends when classes start Monday

School mails sign-up form

School board, union near teacher contract

New school year prep is essential

Year-long school worth a chance

Year-long school detai...

Ron Cooper/Stat

FIRST DAY: Angelica Morales learns the combination to h...

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PRESS RELEASE

YEAR-ROUND CLASSES BEGIN MONDAY

WOODBURN--Nearly 1,700 students will return to school here Monday, July 26, when the Woodburn School District begins year-round classes at three elementary schools and the middle school as the most educationally advantageous way to help alleviate overcrowding.

Keith Robinson, Woodburn School District superintendent, said planning for the multi-track school program has been going on for nearly 15 months. Students were assigned to one of four groups, or tracks. Three groups will be in school at one time while one is "off track", or on vacation.

Tracks will run for approximately 45 days, followed by a three week vacation period. All students will be on vacation the first three weeks in July. Woodburn High School will continue with its traditional nine month school year.

Woodburn is the only district in Oregon with a multi-track system. Two elementary schools in Portland are on a single track system and Salem-Keizer School District will pilot single track year-round education at two elementary schools beginning in September.

"The reason for beginning year-round education is that our schools have run out of space," said Robinson. "This will buy us some time." Enrollment currently exceeds capacity at all district schools and is growing at about 5 percent a year.

Classes at Lincoln, Nellie Muir and Washington elementary schools will begin at 8 a.m. French Prairie Middle School students start classes at 8:45 a.m.

Robinson, school principals, teachers, students and parents will be available for comment on Monday. The district office is located at 965 North Boones Ferry Rd.

NELLIE MUIR SCHOOL
YEAR-ROUND EDUCATION

TIMELINES/ACTION STEPS (CHECKPOINTS)

10/92 - 11/92	1. Site Committee meets and schedules steps. Subcommittees formed as needed. a) Staff survey regarding choices. b) Support Staff propose solutions to their unique demands for time and services. c) Plan for use of district assistants. d) Brainstorm benefits & challenges. *(Notes to Keith - Summaries to Principals)*
10/92 - 11/92	2. Schedule staff meetings to address the following: a) Explaining calendar & selection tracks. b) Reviewing challenges & benefits. c) Visitations. *(Agendas & schedules to Keith & Principals)*
12/92	3. Draft a tentative plan for staffing and services. *(Copies to Keith & Principals)*
1/93	4. Site Committee to schedule and conduct parent activities. a) Calendar and track choices (large group) b) Track conferences - individual conferences as requested for choosing tracks.
1/93	5. Parents choices submitted to District Office for sorting.
2/93	6. Tracks balanced and adjusted. Parents notified. Final staffing adjustments made. *(Summaries to Keith)*

NELLIE MUIR LIBRARY
YRE CURRICULUM DEVELOPMENT AGENDA

MARCH 31, 1993

3 - DAY OVERVIEW

Day 1 (March 31) Goals:	Identify issues and concerns Teams will propose age groupings Coordination of curriculum Tentative schedule of support services
Day 2 (April 22) Goals:	Prepare presentations for Parent "Track Meet" (4/27) Continue to develop profiles/assessments Begin to develop class lists
Day 3 (May 12) Goals:	Complete Profiles/assessments Announce room assignments Grade levels (across tracks) meet to share curriculum and fine-tune.

TODAY'S AGENDA

12:30 - 1:00	All staff session - Issues, concerns & actions	
1:00 - 3:30	Track Teams meet to	(1) discuss Ed Assist schedules (2) determine combinations (3) coordinate content areas**
	Support Teams meet to	(1) finalize schedules (2) Proposed service schedules for tracks
3:30 - 4:30	All staff session - Teams report	

** Coordinate content areas: list content/concepts unique to grade level; determine instructional responsibilities.

NELLIE MUIR SCHOOL
YEAR-ROUND EDUCATION

PRIORITIES

1. Support schedules
2. Track team groupings
3. Assessment profiles / L.A. - Math content
4. Across track grade level meetings
5. Parent information meeting (4-27)
6. Extended contract
7. Assistants assignments/duties
8. Track names
9. Class lists
10. Track team/parent meeting
11. Rotation
12. Room assignments

NELLIE MUIR SCHOOL
YEAR-ROUND EDUCATION

AREAS TO DEVELOP

Inservice Days

Common Planning Time

Report Cards

Parent Conferences

Open House

Common Recess

Lunch Schedule

Book Club

Work Station

WOODBURN SCHOOL DISTRICT
SCHEDULE PLANNER

Name: _____ Assignment: _____ Track: _____

Contract Days: ☐ 191 ☐ 193 ☐ Extended Days _____

Date	Curriculum Days:				Work Days:			Grade Days:			Extended/Actv Days:			Parent Conf. Days:		
	Hrs	Activity	Appv	Logd	Hrs	Appv	Logd	Hrs	Appv	Logd	Hrs	Appv	Logd	Hrs	Appv	Logd

YRE PARENT MEETING
NELLIE MUIR GYM/CAFETERIA
April 27, 1993

AGENDA

1. WELCOME

2. NEW CHANGES

   - Report cards at the end of each long session
   - Parent Conferences twice a year
   - New dismissal time of 2:30 p.m. for all classes
   - Rotating classrooms

3. SPECIAL PROGRAMS AND SERVICES

   - Music, PE, Library
   - Chapter I, Chapter I-Migrant, English as a Second Language (ESL), Resource (LD)

4. SPECIAL EVENTS

   - Winter Program, Talent Show
   - Music Programs
   - Field Days
   - Walk-a-thon, Pizza Fund raiser

5. CLASSROOM GROUPINGS

   - Combined Classes and Combined Curriculum

BREAK

6. "TRACK MEETS"

Questions and answer time for teachers and parents

- Blue Track (Track A):	Room 6
- Orange Track (Track B):	Room 13
- Green Track (Track C):	Library
- Red Track (Track D):	Room 9

Please remember to sign your child out after babysitting!
Por favor recuerde de recoger a su niño despues de la reunion!

WOODBURN PUBLIC SCHOOLS
MARION COUNTY SCHOOL DISTRICT 103
965 NORTH BOONES FERRY ROAD
WOODBURN, OREGON 97071
(503) 981-9555

LINCOLN ELEMENTARY

This is our first planning wall. A lot of research was done before classrooms were created and families assigned a track.

** Did student have siblings at the middle school?
** What level were they?
** What culture?
** Boy or girl?
** What three track choices did the parents choose?

Since we were planning 7 class-rooms for M.A.P. (Multi-age Primary) we needed to code students whether they were first or second grade level.

After all the coding was done, we began to build classrooms.

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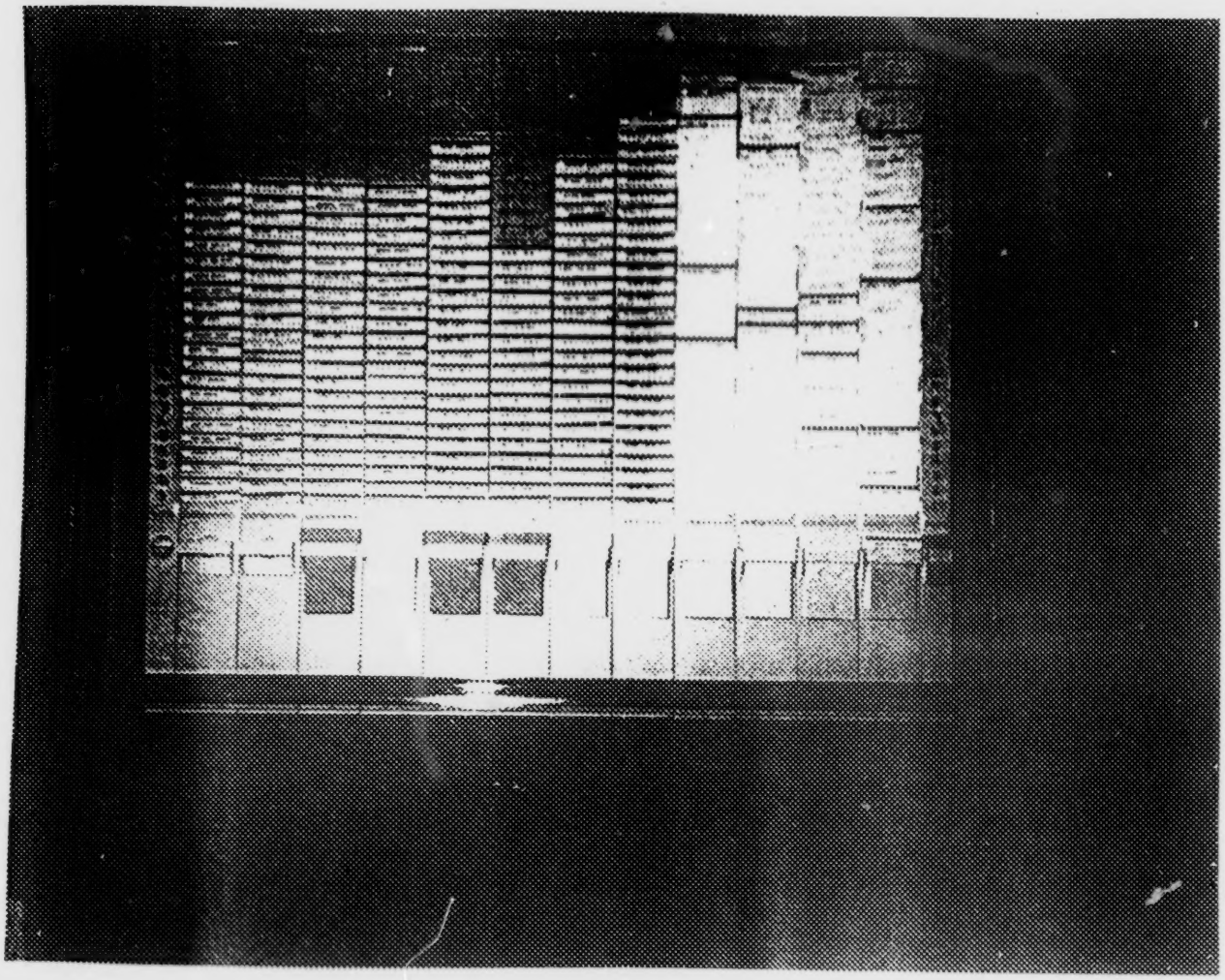
This planning board holds grades 3 -5.

(To order Planning Boards and Cards contact Remarkable Products, 245 Pegasus Ave., Northvale, NJ 07647 Phone - 201-784-0900)



Our planning board as we use it today. Each row is a classroom.
We have colored cards which we code as ethnic:

Blue Major Culture
Green Hispanic
Yellow Russian

On our M.A.P. classes we code first year students with a stick on red dot. (Next year these will become second year M.A.P. with the ones having no dots will move on to third grade.

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STAFF TRACK CHOICE

Name _____ Date _____

Please indicate what track and what grade/subject/specialist you would like to teach in a YRE program 93/94. Fill in all three choices for each section or I will read that to be you do not care what the assignment is. Each choice will not be the same.

Please circle the track choice or assignment that is most important to you.

Good luck.

Milt.

Track choices:	Teaching Assignment
1st _____	1st _____
2nd _____	2nd _____
3rd _____	3rd _____

Special needs or concerns: _____

_____

_____

_____

_____

WOODBURN SCHOOL DISTRICT

LINCOLN ELEMENTARY SCHOOL

PE: Jan. 26-Feb. 11

	MON.	TUES.	WED.	THURS.	FRI.
7:45-7:55	DUTY	DUTY	DUTY	DUTY	OFF
7:55-8:05	PASS	PASS	PASS	PASS	EXCEPT
8:05-8:35	MAPA	MAPC	MAPA	MAPC	AS
8:35-9:05	MAPB	MAPC	MAPB	MAPC	PER
9:05-9:35	MAPB	MAPA	MAPB	MAPA	CONTRACT.
9:35-9:55	KIND.	KIND.	KIND.	KIND.	-
9:55-10:25	3B	3C	3B	3C	-
10:25-10:55	LIFESK	3A	LIFESK	3A	-
10:55-11:25	PREP	PREP	PREP	PREP	-
11:25-11:55	LUNCH	LUNCH	LUNCH	LUNCH	-
11:55-12:00	PASS	PASS	PASS	PASS	-
12:00-12:25	DUTY	DUTY	DUTY	DUTY	-
12.25-1:00	FITGRM	FITGRM	FITGRM	FITGRM	-
1:00-1:30	4A	4C	4A	4C	-
1:30-2:00	4B	5C	4B	5C	-
2:00-2:30	5B	5A	5B	5A	-
2:30-4:00	PREP	MEET.	PREP	PREP	-

MUSIC: Jan. 26-Feb. 11

	MON.	TUES.	WED.	THURS.	FRI.
7:45-7:55	DUTY	DUTY	DUTY	DUTY	DUTY
7:55-8:05	PASS	PASS	PASS	PASS	PASS
8:05-8:35	MAPC	MAPA	MAPC	MAPA	RHY
8:35-9:05	MAPC	MAPB	MAPC	MAPB	RHY
9:05-9:35	MAPA	MAPB	MAPA	MAPB	RHY
9:35-9:55	KIND.	KIND.	KIND.	KIND.	RHY
9:55-10:25	3C	3B	3C	3B	RHY
10:25-10:55	3A	LIFESK	3A	LIFESK	RHY
10:55-11:25	PREP	PREP	PREP	PREP	PREP
11:25-11:55	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
11:55-12:00	PASS	PASS	PASS	PASS	PASS
12:00-12:25	DUTY	DUTY	DUTY	DUTY	DUTY
12:25-1:00	CURR	CURR	CURR	CURR	CURR
1:00-1:30	4C	4A	4C	4A	RHY
1:30-2:00	5C	4B	5C	4B	RHY
2:00-2:30	5A	5B	5A	5B	RHY
2:30-4:00	PREP	MEET.	PREP	PREP	OFF 2:45

WHEN C GOES OFF, D GOES INTO C.
WHEN B GOES OFF, C GOES INTO B.
WHEN A GOES OFF, B GOES INTO A.
WHEN D GOES OFF, A GOES INTO D.

LINCOLN ELEMENTARY

NOON LUNCH/CAFETERIA/DUTY SCHEDULE
1993-94

AA = 10:55 - 11:10 CAFETERIA
CC = 11:20 - 11:35 CAFETERIA
EE = 11:45 - 12:00 CAFETERIA
BB = 11:10 - 11:30 RECESS DUTY
DD = 11:35 - 11:55 RECESS DUTY
FF = 12:00 - 12:20 RECESS DUTY

NAME	7/26 7/30	8/02 8/06	8/09 8/13	8/16 8/20	8/23 8/27	8/30 9/03
PARKER						
MERZENICH	BB	BB	BB	BB	BB	BB
BODMAN	FF **	FF **	FF **	FF **	FF **	FF **
CROCKETT						
HEALE	BB	BB	BB			
HOOKER			DD	DD	DD	DD
KERWIN	BB	BB	BB	BB	BB	BB
MILLS	EE	EE	EE	EE	EE	EE
SANCHEZ	AA	AA	AA	AA	AA	AA
SWOGGER						
VENTRES/LUNA				FF	FF	FF
VILLASTRIGO	DD **	DD **	DD **	DD **	DD **	DD **
YAGER	FF	FF	FF	FF	FF	FF
AVGI				CC	CC	CC
CID	FF	FF	FF	FF	FF	FF
CRAFT	AA	AA	AA	AA	AA	AA
ESTRADA	EE	EE	EE	EE	EE	EE
GRIJALVA	CC **	CC **	CC **	CC **	CC **	CC **
KIELING	BB	BB	BB	BB	BB	BB
KOFFLER						
KUZMIN	CC	CC	CC			
NAJERA	EE	EE	EE			
MEZA	DD	DD	DD	DD	DD	DD
ROSERA				BB	BB	BB
ROARK	DD	DD	DD	DD	DD	DD
RUBIO	FF	FF	FF	FF	FF	FF
STEPHENSON	DD	DD	DD	DD	DD	DD

** Friday off/Mr. Parker or Mr. Crockett will replace

WOODBURN SCHOOL DISTRICT

GLOSSARY OF TERMS FOR YEAR-ROUND EDUCATION

YRE:	Year-Round Education (Also known as YRS - Year-round School; MSC - Modified School Calendar; ASC - Alternative School Calendar; or Extended Year)
TSC:	Traditional School Calendar
INTERSESSION:	The time when students are on vacation; the time between in-school sessions on a track
TRACK:	The time a student attends school during the length of the year; the calendar schedule of instructional time and vacation time for students;
ON-TRACK:	The days a student is attending school on a YRE calendar
OFF-TRACK:	The days a student is on vacation on a YRE calendar; synonymous with the term intersession
COMMON VACATION:	The times that all schools in the district are on a vacation break, usually the first 3 weeks in July and the 2 weeks at Christmas
SINGLE-TRACK YRE:	When a district has one track on their calendar and all students and teachers in a school attend classes and have vacations on the same schedule
MULTI-TRACK YRE:	When the student body is divided into more than one group, the groups are called tracks. The instructional and vacation periods of each track are staggered so that at least one track is on vacation at all times.
RAINBOW:	When a teacher or specialist teaches on more than one track; Rainbow teachers usually rotate through the tracks, then take a vacation. Upon return, they rotate through the tracks again, then vacation.
TRADITIONAL:	When a school follows the traditional calendar of beginning school in the fall and ending in the spring, with the summer off for vacation.

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WOODBURN SCHOOL DISTRICT
NATIONALLY RECOGNIZED "EXPERTS" ON YEAR-ROUND EDUCATION
RESOURCE LIST

1. NORM BREKKE,
   Superintendent of Oxnard School District.
   Oxnard has had YRE for 18 years. Mr. Brekke is a profilic writer about YRE and has consulted with schools throughout the United States.
   (805) 487-3918

2. DR. CHARLES BALLINGER,
   Executive Director of National Association for YRE.
   Currently coordinator of YRE in San Diego County, California.
   (619) 292-3679

3. DR. DAVID HANEY,
   Superintendent of Schools at Filmore Unified School District and President of California YRE Association.
   (805) 524-0280

4. DR. LARRY HORINA,
   Coordinator of YRE, Utah State Office of Education
   (801) 538-7824

5. DR. JOHN BONE,
   Principal Westridge Elementary School in Provo, Utah
   Principal of the first YRE school in State of Utah.
   (801) 374-4872

6. SANDY HAWKINS,
   Parent, Author of "Parent to Parent on year-round Education." President elect of National Association for YRE.
   (801) 572-5163

7. PATRICK MCDANIEL,
   YRE Liasison
   Albuquerque Public Schools
   (505) 764-9718

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Appendix A

Committee Reports

1. Calendar Committee
2. Registration & Track Selection
3. Staffing Committee
4. Storage Committee

Goal of the committee:

1. To develop a calendar recommendation for Year Round Education and submit the recommendation to the Superintendent by the middle of September.

Background information:

The YRE Calendar Committee met a total of 5 times during the past 3 months and a sub-committee met once. At the first meeting, readings were distributed to give committee members a chance to familiarize themselves with the concept of YRE and to begin visualizing how YRE will work in the Woodburn Schools.

At the first few meetings, issues surrounding YRE were reviewed from the spring hearings held at each school by the Board of Education. Through the readings and discussion, issues and questions were further developed. A questionnaire was constructed to guide the committees research. The questionnaire would be used when guest speakers were presented to the group and when visitations would occur.

Two guest speakers addressed the group. The first speaker, Dr. Norm Brekke, attended the July 28th meeting. Dr. Brekke is Superintendent at Oxnard Schools in Oxnard, California. The discussion centered mostly on how YRE could be implemented in the high school. The second guest speaker was Dr. David Haney, Superintendent at Fillmore Schools in Fillmore, California. Dr. Haney is widely known as an expert in secondary schools who are involved in YRE in California.

Varied groups of committee members met with Dr. Haney for 2 days and attempted to work out a calendar for the high school. While the group explored both the Orchard Plan and the Concept Six plan, there was no clear choice as to which would be the best. It was determined that either could be worked out, but it would take considerable work to implement YRE at the high school level. Clearly it would take major rethinking of the way we deliver instruction at the high school level and a change in the way we package instruction as we know it now in order to implement YRE.

Through phone calls and further research, it was also determined that multi-tracked YRE works best when the size of the school is about 1500. At the present time, there is no high school in the country that is the size of Woodburn High and is implementing YRE.

As a result of the research and the many questions generated by the group plus the information gained through the presentations of the guest speakers, the committee decided to recommend that a high school group headed by Jack Bimrose continue to work at options for the high school but that future committee work would focus on Grades K-8.

The committee explored the various types of tracks usually found in YRE: 2-track, 3-track, 4-track and 5-track. Each type of track determines the amount of capacity a building will hold. The group chose to focus on a 4-track system as it will increase our building capacity by 33%. The second area the committee explored was the calendar configurations: 90-30; 60-20; 60-15 and 45-15. The first numbers indicate the approximate number of days a student is in school and the second number indicates the approximate number of days they are out of school in a rotation of their track. The committee decided to focus on a 45-15 calendar. A subcommittee was selected to work out the actual calendar based on Woodburn needs for Grade K-8. Their recommendation is contained elsewhere in this report.

RECOMMENDATIONS OF THE YRE CALENDAR COMMITTEE: (8-25-92)

High School:

1. The district should discontinue the development of a multi-level YRE calendar for the high school.
2. The high school principal in consultation with students, parents and staff should:
   a. continue to pursue ways of dealing with overcrowding at the high school, and
   b. consider whether a single track YRE calendar or a traditional calendar will best meet student and family needs once the K-8 YRE calendar is adopted.

Elementary/Middle School:

1. A modified 45-15 multi-track calendar be developed for K-8. (sub-committee to formalize)
2. Consideration be given to:
   a. common vacations for all students in July
   b. number of tracks to be 4
   c. common Christmas vacation
   d. state requirements for instructional hours met
   e. opportunities for innovative staff development

RECOMMENDATIONS TO THE SUPERINTENDENT

YRE CALENDAR COMMITTEE

SEPTEMBER 15, 1992

SUBMITTED BY:

RUTHANN AUDRITSH
GERI JOHNSON
CO-CHAIRS

COMMITTEE MEMBERS

Betty Komp
Hank Vredenburg
Frances Gonzales
Karen Bode
Debbie Wolfer
Sally Klein
Milt Parker
Nevin Holly
Jeanne Boen
Bert Losoya
Robert Sigloh
Geri Johnson, Chair

Jacquee Blalock
Joanne Lane
Diane Menicosy
Phyllis Holt
Caroline Greene
Jarae Bjelland
Scott Burlingham
Greg Shelby
Jack Bimrose
Gary Haugen
Marshall Hankerson
Ruthann Audritsh, Chair

Jim Pippert
Shelie Doman
Kevin Hohnbaum
Judy Mata
Charlie Piper
Eugenia Kojin
Susan Wamsley
Irene Novichihin
Susan Espinosa
Jan Franke
Maria Cervantes
Sue Elsasser, Sec

Sub-committee's recommendations for calendar: (9-10-92)

170 YRE Calendar

Considerations:

a. 3 weeks common vacation in July
b. 2 weeks common vacation at Christmas
c. Track time blocks are concurrent
d. Longer instructional day necessary for K-2
e. Meets state required instructional hours
f. 4 days during year only 2 tracks in session
g. No state inservice day

Modified 170 YRE Calendar

Considerations:

a. 2 weeks common vacation in July
b. 1 1/2 weeks common vacation at Christmas
c. Longer instructional day necessary for K-2
d. Meets state required instructional hours
e. Allows common staff development days
f. Allows for state inservice day

GARY HAUGEN, PRINCIPAL
Committee Chair of committee of principals, teachers, classified personnel and parents

TO: REGISTRATION AND TRACK SELECTION COMMITTEE

DATE: NOVEMBER 4, 1992

FROM: GARY

RE: NOTES FROM OCTOBER 29 MEETING

The committee considered track selection forms from several different school districts. The basic form from Riverdale, Cal. was unanimously selected that best suited Woodburn's needs. This form was modified and will be typed into draft form for our next meeting.

The committee also developed the following timeline for track selection and registration:

* **NOVEMBER 2 - 5** -- YRE and information brochure to be distributed to parents during conference week.
* **NOVEMBER 17------** Parent informational meeting for elementary schools.
* **NOVEMBER 23------** Parent informational meeting for French Prairie Middle School.
* **JANUARY 4, 1994**-- Mail track/registration forms to parents (one per family)
* **JANUARY 12-------** Registration day 12:00 - 8:00 pm
* **FEBRUARY 12------** Reminder letter sent to parents not returning track/registration forms.
* **March 20 --------** Track assignments sent to all parents on or before this date.

OTHER DECISIONS:

* Forms to be done on NCR
* Track changes limited to special circumstances/situations
* Automatic assignment if form not returned.
* We will need $ for translators for Jan. 12 registration

NEXT MEETING -- DECEMBER 1 AT 5:00 IN THE BOARD ROOM

* Agenda will be to finalize forms and develop YRE policy

Phone 981-9555

WOODBURN PUBLIC SCHOOLS

MARION COUNTY SCHOOL DISTRICT 103

965 North Boones Ferry Road
Woodburn, Oregon 97071

MEMORANDUM

December 7, 1992

TO: Principals and Staffing Committee Members

FROM: Keith Robinson

SUBJECT: Committee Report

Attached are the results of the staffing committees' work. The classified committee completed their work in two meetings and the certified committee completed their task in three meetings. Each committee is to be commended on the efficient manner in which they took care of business.

The attached chart of staffing possibilities and priorities is just that. It is not intended to limit possible staffing options but to provide a sample of prioritized possibilities. The major criteria in determining staff arrangements is meeting the needs of the school and the desires of the employee.

A brief description of each staffing possibility follows:

Extended School Year: Additional contract days.

4-Day: A 4-day per week schedule.

Rainbow: Employee takes one 3-week intersession on each track.

School District 103 complies with provisions of the various civil rights laws, such as the Fair Employment Practices Act, Title IX Regulations, and section 504 of PL 93-112, in employment and educational programs and activities.

Susan's Plan: This is a partially extended contract and includes a joint determination by teacher and principal of the most opportune times to schedule off-track time. Off-track time is generally scheduled during the slowest, or less intense, times of the yearly schedule.

Intersession Programs: Assignment is to work with children who are on intersession.

Floating Intersession: Intersessions are on no designated pattern but are decided by principal and staff member.

Regular Track: Staff member is assigned a track and follows that track.

Roving: This is a scheduling situation where there is a rover who rotates in to fill in when the staff member is on intersession. It is a backup to provide continuous service.

7-week, 2-week: 7 weeks on and 2 weeks off. The classified employees have a similar 6-week, 1 week possibility.

Traditional: This is an assignment that follows the traditional calendar. In Woodburn's case this will be the calendar adopted for the high school.

Actual staffing will hinge on additional factors of dollars available to each building, need for supervision of students, and coordination of schedules within a building. All students must have equal access to services provided by the school district. It is expected that each school will be given a very limited dollar allocation for extended contracts as may be needed to implement YRE.

The uncertainty of funding from the State may cause last minute adjustments in staffing levels. I do expect some positions will go unfilled until the legislature makes a final decision so we are not faced with a Reduction in Force.

If you have any questions please contact your principal or me.

CERTIFIED STAFFING POSSIBILITIES AND PRIORITIES

TEACHERS	EXTENDED YEAR	4-DAY 170 DAYS	RAINBOW INTE 3-WEEK	SUSAN'S PLAN	INTERSESSION PROGRAMS	FLOATING INTERSESSION	REGULAR TRACK	ROVING	7 WEEK 2 WEEK
Kindergarten						XXXXXXX	* (1)	XXXXXXX	XXXXXXX
Reg. Classroom						XXXXXXX	* (1)	XXXXXXX	XXXXXXX
Chapt. I	* (1)	*(2) Elem	*	*	*	*	XXXXXXX	* (1)	*
Chapt. IM	* (1)	*(2) Elem	*	*	*	*	XXXXXXX	* (1)	*
ESL	* (1)	*(2) Elem	*	*	*	*	XXXXXXX	* (1)	*
Spc.Ed. (Resource)	* (1)	*(2) Elem	* Elem	*	XXXXXXX	*	***	XXXXXXX	XXXXXXX
Media	* (3)	*	*	* (1)	XXXXXXX	* (2)	XXXXXXX	*	*
Comm/DSS (220)	* (1)	* (3)	XXXXXXX	* (2)	XXXXXXX	*	XXXXXXX	XXXXXXX	XXXXXXX
Music (170)	* (1)	* (2)	**	**	XXXXXXX	*	XXXXXXX	*	XXXXXXX
P.E. (170)	* (1)	* (2)	**	**	XXXXXXX	*	XXXXXXX	* (1)	XXXXXXX
Title VII	* (1)	* (2)	*	*	*	*	XXXXXXX	* (1)	*
Coaching at FPMS									
Sp. Ed. (LSP)	.....	.....	ESD	To Be	Determined	XXXXXXX	.....	XXXXXXX	XXXXXXX
Sp. Ed. (SLP)	.....	.....	ESD	To Be	Determined	XXXXXXX	.....	XXXXXXX	XXXXXXX
TAG Teacher	*	* (2)	*	*	* Partial	* (1)	XXXXXXX	XXXXXXX	*

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*	Possible
**	2 Tracks - P
	2 Tracks - Music
***	FPMS - 2 teachers work out schedules
(1)(2)(3)(4)(5)	Priority (1 High - 5 Low)
XXXXXXXXXXXXX	Not Applicable

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CLASSIFIED STAFFING POSSIBILITIES AND PRIORITIES

Typically 193 Contract Days

SUPPORT STAFF POSITIONS	EXTENDED	4-DAY WEEK	RAINBOW 5-WEEK	SUMMER PLAN	INTERSESSI PROGRAMS	UNIT ALLOCATIO	6 WEEK/ 1 WEEK	REGULAR TRACK	TRADITIO
Media Assistant	* (4)	* (3)	* (5)	* (1)	XXXXXXX	XXXXXXX	* (2)	XXXXXXX	XXXXXXX
Ed. Assistant	* (1)	* (2)	* (5)	* (4)	XXXXXXX	XXXXXXX	* (3)	XXXXXXX	XXXXXXX
Chapt. I	* (1)	* (2)	* (5)	* (4)	*	XXXXXXX	* (3)	XXXXXXX	XXXXXXX
Chapt. IM	* (1)	* (2)	* (5)	* (4)	*	XXXXXXX	* (3)	XXXXXXX	XXXXXXX
Immigrant	* (1)	* (2)	* (5)	* (4)	*	XXXXXXX	* (3)	XXXXXXX	XXXXXXX
Title VII	* (1)	* (2)	* (5)	* (4)	*	XXXXXXX	* (3)	XXXXXXX	XXXXXXX
Chapt. 2 Block	* (1)	* (2)	* (5)	* (4)	*	XXXXXXX	* (3)	XXXXXXX	XXXXXXX
Secretary	* (1)	* (3)	XXXXXXX	*	XXXXXXX	XXXXXXX	* (2)	XXXXXXX	XXXXXXX
Custodian	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	* (1)	*	XXXXXXX	XXXXXXX
Spec. Ed Asst. LD	CLOSELY	TIED TO	TEACHER	*	XXXXXXX	XXXXXXX	*	NEEDS	XXXXXXX
Cook	*	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	YES	*		
Maint./Grounds	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	*	XXXXXXX	XXXXXXX
Priv. School Ch.I	*	* (2)	* (4)	*	XXXXXXX	XXXXXXX	* (3)	*	* (1)
Cafet.Cashier	...	...	ARRANGED	EVERY	DAY	WITH	SUBS	...	...

* Possible

(1)(2)(3)(4)(5) Priority (1 High - 5 Low)

XXXXXXXXXX Not Applicable

Area Code 503
Phone 981-9555

WOODBURN PUBLIC SCHOOLS

MARION COUNTY SCHOOL DISTRICT 103
965 North Boones Ferry Road
Woodburn, Oregon 97071

MEMORANDUM

January 21, 1993

TO: All teachers

FROM: Keith Robinson

SUBJECT: Storage Issue Recommendations

The Storage Issues Committee has concluded their work and have made the following recommendations for storage issues that result from YRE. Please review these recommendations.

By the end of the week the principals will need to submit purchase order requests for the desired storage units for each building. **The timeline is being determined by the need to get bids and allow time for cabinet construction and delivery PRIOR TO THE END OF SCHOOL THIS YEAR.**

The recommendations apply only to teachers who will be changing classrooms as a result of the YRE schedule. The recommendations are as follows.

TEACHER STORAGE OPTIONS:

Each teacher who must change classrooms due to YRE be provided:

1. Two 4-drawer letter size, locking file cabinets (or equivalent). It should be noted that this is not two additional to what is already provided, but means the teacher will have a total of two 4-drawer locking file cabinets available for use.

2. One of the following storage units:

   A. Lockable Storage cabinet with 2 built in flat file drawers. Size: (6' X 4' X 30").

School District 103 complies with provisions of the various civil rights laws such as the Fair Employment Practices Act, Title IX Regulations, and section 504 of PL 93-112 in employment and

We are looking at a safe moving system for cabinets. Cabinets would be moved by custodial staff and would not have wheels on each individual cabinet. Picture is attached. Final decision will be based on specifications, bid price, etc.

B. **Flat cart with 12 stackable boxes.**
Size: (5' X 30")

This is the Costco style cart with stackable boxes If this option is selected, a flat file will be provided for a team of every four teachers using this option.

STUDENT STORAGE RECOMMENDATIONS:

1. **ELEMENTARY**: Paper bags.

2. **MIDDLE SCHOOL**: Plastic bins

If you have questions about these recommendations please contact your building Storage committee representative, your principal, or me.

GENERAL STORAGE GUIDELINES:

The following general guidelines will try to be met by each of the YRE schools as is possible:

1. All stored items must be accessible by the intersession teacher.

2. A work area should be provided for intersession teachers.

3. Use of existing storage in each of the classrooms will be determined by written agreement among team members using the classroom.

IRONWOOD'S
ANNUAL CONCEPT

IN CLASS ROOM FURNISHINGS

Appendix B

Sample Letters & Forms

1. Parent Letter & Track Request Form
2. YRE Track Assignment Memo
3. Change of Track Request From
4. Track Change Request Approval
5. Track Change Request Denial
6. Start of School Reminder
7. YRE Failure to Attend Letter

Area Code 503
Phone 981-9555

WOODBURN PUBLIC SCHOOLS

MARION COUNTY SCHOOL DISTRICT 103
365 North Boones Ferry Road
Woodburn, Oregon 97071

January 4, 1993

Dear Parents:

As you know Woodburn Schools, grades K-8, will be on a year-round schedule for the 1993-94 school year. It is time to prepare for the track selection process. We have enclosed a calendar and a request form for you to indicate your track preferences. We ask that you study these materials carefully and make choices based upon your family's needs.

THE DEADLINE FOR RETURNING COMPLETED REQUEST FORMS TO YOUR CHILD'S SCHOOL IS JANUARY 12, 1993.

All request forms received on or before January 12 will be eligible for first choice of tracks. However, once a track is full, your next choice will be considered. Please be aware of the following:

1. Families with K-8 students, will be assigned on the same track (unless you prefer your children on separate tracks).

2. You will need to fill out all three of your choices because only those who have all three different choices will be considered complete.

3. If you do not fully complete a track request form, students will be assigned where space is available.

4. We cannot guarantee that different families will receive the same track. If a family does not get their preferred track they may apply for a track change.

5. Teacher assignment to tracks will be made after the four tracks are balanced and student registration is completed.

6. We will be assigning tracks during January and February. Parents should receive written notification of their child's track assignment on or before March 20, 1993.

7. If you wish to be on the same track as another family please state the reason on the bottom of the Track Request Form.

School District 103 complies with provisions of the various civil rights laws such as the Fair Employment Practices Act, State Regulations, and section 504 of PL 93-112 in employment and educational programs and activities.

BEST COPY AVAILABLE

KINDERGARTEN PARENTS

CHILDREN WHO ARE 5 YEARS OLD ON OR BEFORE SEPTEMBER 1, 1993 ARE ELIGIBLE TO ENROLL FOR KINDERGARTEN ON ANY TRACK.

Kindergarten registration will be conducted during this same time. Materials will be collected on January 12 from 12:00 to 8:00 pm. To register your kindergarten child please bring the following documents with you at the time of registration:

1. **Track Request Form,**
2. **Birth Certificate, and**
3. **Record of Immunizations.**

If you know of any families with children who will enter Kindergarten next year and who did not receive these registration materials, please encourage them to call or visit the school so they can register on January 12, 1993.

This is our first year of Year-Round Education. We anticipate a successful experience for all children.

Sincerely,

Keith E. Robinson
Superintendent
981-9555

Gary Haugen, Principal
French Prairie Middle School
981-2650

Milt Parker, Principal
Lincoln Elementary
981-2660

Kathy Larson, Principal
Nellie Muir Elementary
981-2670

Jacquee Blalock, Principal
Washington Elementary
981-2680

* SPECIAL NOTICE *

Please return this form to your child's school on or before January 12, 1993
For your convenience, staff will be available at your school site on January 12, 1993,
from 12:00 - 8:00 pm to assist you with this form

TRACK ASSIGNMENTS WILL BE MADE ON OR BEFORE
MARCH 20, 1993

* NOTA ESPECIAL *

Por favor regrese esta forma a la escuela de su hijo/a el, o antes del, 12 de Enero, 1993
Para su conveniencia, personal administrativo estará disponible en las escuelas
el 12 de Enero, 1993 para ayudarle a completar esta forma de 12:00 - 8:00 p.m.

LAS SECCIONES SERAN ASIGNADAS EL, O ANTES DEL,
20 DE MARZO, 1993

BEST COPY AVAILABLE

WOODBURN SCHOOL DISTRICT
YEAR-ROUND SCHOOL TRACK REQUEST
(GRADES K-8 ONLY)

** PLEASE COMPLETE ONE FORM PER FAMILY **

PARENT / GUARDIAN INFORMATION	
NAME	
NAME	
ADDRESS	
PHONE	(HOME) (WORK)

*** SPECIAL NOTICE ***

Track placement will be partially determined by the date this form is received.
Date Recd: _____

TO ENROLL IN: KINDERGARTEN A CHILD MUST BE 5 YEARS OLD *ON OR BEFORE SEPT. 1*
FIRST GRADE A CHILD MUST BE 6 YEARS OLD *ON OR BEFORE SEPT. 1.*

I. Please list your **THREE PREFERENCES** of tracks
(Random choices will be made **IF** 3 different choices are not indicated)

Please check your child/children school(s): ☐ French Prairie ☐ Lincoln ☐ Nellie Muir ☐ Washington

STUDENTS' INFORMATION		TRACK CHOICE				OFFICE
GRADE (NEXT SCHOOL YR)	STUDENTS' INFORMATION (LAST, FIRST, M.I.)	1ST CHOICE	2ND CHOICE	3RD CHOICE	NO PREFERENCE	SCHOOL USE ONLY
Kindergarten						
1st Grade						
2nd Grade						
3rd Grade						
4th Grade						
5th Grade						
6th Grade						
7th Grade						
8th Grade						

II. If you are requesting track(s) due to special circumstances, PLEASE EXPLAIN: _____

III. ☐ Check here if you are requesting to have your children in different tracks

PARENT/GUARDIAN SIGNATURE: _____ DATE: _____

PLEASE RETURN THIS FORM PROMPTLY.

*** SPECIAL NOTICE ***

Staff will be available at your school site on January 12, 1993, from 12:00-8:00 pm to assist you with this form.

WOODBURN SCHOOL DISTRICT 103

French Prairie 981-2650
Lincoln Elem. 981-2660

965 North Boones Ferry Road
Woodburn, Oregon 97071
(503) 981-9555

Nellie Muir Elem. 981-2670
Washington Elem. 981-2680

MEMORANDUM

March 20, 1993

TO:

FROM: Keith E. Robinson, Superintendent of Schools

SUBJECT: YRE Track Assignment

==========

Track assignments have been completed for the 1993-1994 school year. We tried to honor as many first choices as we could, but it was not possible in all cases. Our primary goal was to keep our tracks balanced by gender, ethnicity, language proficiency and special needs.

If your track assignment creates a hardship for your family, you may complete a track change request form. Track changes will only be considered if: 1) a form has been submitted, 2) space is available and 3) balance can be reasonably maintained on a track. When a track change request form is turned in, you will be placed on a waiting list for the desired change.

Your child's track assignment is listed below. We have also enclosed a calendar which has your child's track. Please keep this calendar in a place where you can refer to it throughout the year. If you have questions, do not hesitate to give your child's principal a call.

Child's name:

Track assignment:

School beginning date:

FOR SPANISH AND RUSSIAN →

School District 103 complies with provisions of the various civil rights laws, such as the Fair Employment Practices Act, Title IX Regulations, and section 504 of PL 93 112 in employment and educational programs and activities.

WOODBURN SCHOOL DISTRICT 103

965 North Boones Ferry Road
Woodburn, Oregon 97071
(503) 981-9555

French Prairie 981-2650
Lincoln Elem. 981-2660
Nellie Muir Elem. 981-2670
Washington Elem. 981-2680

MEMORANDUM

March 19, 1993

La asignación de secciones ha sido terminada para el año escolar 1993-94. Nosotros tratamos de tomar en consideración sus primeras elecciones de secciones, pero eso fué imposible en algunos casos. Nuestra meta principal fué conservar el balance de las secciones por el género, nacionalidad, habilidad de lenguaje y necesidades especiales.

Si la sección asignada crea dificultad para su familia, usted puede completar una solicitud de cambio de sección. Los cambios de secciones serán únicamente considerados si: 1) una solicitud ha sido completada, 2) espacio es disponible, y 3) el balance puede ser razonablemente mantenido en una sección. Cuando una solicitud de cambio de sección es regresada, su solicitud será colocado en lista de espera para el cambio deseado.

La asignación de sección de su hijo(a) ésta indicada en la parte de abajo de esta carta. También nosotros estamos enviando un calendario el cúal tiene la sección de su hijo(a). Por favor guarde esté calendario en un lugar dónde usted pueda referirlo durante el año. Si usted tiene preguntas, no dude en hablar con el director de la escuela de su hijo.

• • • • • • • • • • •

Траковые расписания закончены для 1993-94 школьного года. Мы старались определять, как можно больше, первых выборах, но это всегда небыло возможно. Наша первая цель чтоб держать баланс по роде, этнистическое, язычной опытность и специальных нужд.

Если ваше траковое расписание невозможное для вашего семья, вы можете выполнять форму чтоб переменять трака. Траковые изменения только будут рассмотрены если: 1) выполняли форму, 2) место доступное и, 3) если баланс в траках будет сохранена. Когда вы вернёте форму для изменения, ваше имя будет записано на ожидательном списке.

Траковое расписание вашего ребёнка назначено внизу. Мы также включили календарь который показывает трака вашего ребёнка. Пожалуйтса держите это календарь на месте где вы можете обращаться в течении школьного года. Если вы имеете вопросов, пожалуйста звоните директора школы вашего ребёнка.

School District 103 complies with provisions of the various civil rights laws, such as the Fair Employment Practices Act, Title IX Regulations, and section 504 of PL 93.112 in employment and educational programs and activities.

WOODBURN SCHOOL DISTRICT
YEAR-ROUND SCHOOL
CHANGE OF TRACK REQUEST
(GRADES K-8 ONLY)

** * PLEASE COMPLETE ONE FORM PER FAMILY * **

I request that my children be changed from their track assignment as indicated below in order of preference.

CHILD(REN)'S NAME	GRADE	SCHOOL	TRACK ASSIGNED	1ST TRACK PREFERENCE	2ND TRACK PREFERENCE	CHANGE YES / NO

Reason for change of track: _____

_____

_____

I understand that this request does not guarantee a change in track assignment, and that track changes will only be consider IF 1) a change of track request form is submitted, 2) space is available, and 3) balance can be reasonably maintained on a track.

Date: _____ Parent signature: _____

OFFICE USE ONLY

TRACK ASSIGNMENT: _____ BEGINNING DATE: _____

DATE: _____ PRINCIPAL/DESIGNEE: _____

ORIGINAL TO DISTRICT OFFICE *COPIES TO LISTED SCHOOLS*

H:\WSDO\YRE\TRK CHNG LTR
5/26/95

WOODBURN SCHOOL DISTRICT 103

French Prairie 981-2650
Lincoln Elem. 981-2660

965 North Boones Ferry Road
Woodburn, Oregon 97071
(503) 981-9555

Nellie Muir Elem. 981-2670
Washington Elem. 981-2680

MEMORANDUM

July 19, 1993

TO:

FROM: Keith E. Robinson, Superintendent of Schools

SUBJECT: YRE - Change of Track Request

We have reviewed the Change of Track Request Form for . Your request has been granted.

new track assignment is listed below. We have also enclosed a calendar for track. Please keep this calendar in a place where you can refer to it throughout the year. If you have questions, do not hesitate to give your child's principal, , a call at .

Child's name:

Track assignment:

School beginning date:

FOR SPANISH AND RUSSIAN

School District 103 complies with provisions of the [illegible] Civil Rights Act, Title IX Regulations, and [illegible] Educational Programs Act. Title IX Regulations and [illegible] educational programs and [illegible]

Nosotros hemos revisado la Solicitud de Cambio de Sección de su hijo. La solicitud ha sido aprobada.

La Asignación de la Sección de su hijo está enlistada en el otro lado de está hoja. Por favor guarde este calendario en un lugar donde usted pueda verlo como referencia durante el año escolar redondo. Si usted tiene preguntas, no dude en llamar al director de la escuela de su hijo.

Мы рассмотрели вашу просьбу чтоб переменить трак для вашего ученика. Мы могли переменить трак по вашей просьбе.

Расписание трака вашего ученика назначено внизу. Мы так же включили календарь трака который вам был приписыван. Пожалуйста держите эту капендарью на месте где вам будет легше найти. Если вы имеете вопросы, пожалуйста звоните дирекотру школу вашего ученика.

WOODBURN SCHOOL DISTRICT 103

French Prairie 981-2650
Lincoln Elem. 981-2660

965 North Boones Ferry Road
Woodburn, Oregon 97071
(503) 981-9555

Nellie Muir Elem. 981-2670
Washington Elem. 981-2680

MEMORANDUM

TO:

FROM: Keith E. Robinson, Superintendent of Schools

SUBJECT: YRE Track Assignment

We have reviewed the Change of Track Request Form for your child. Unfortunately, we are not able to honor your request at this time. We will maintain your request on a waiting list and it will be reconsidered as openings become available.

Your child's track assignment is listed below. We have also enclosed a calendar for your child's track. Please keep this calendar in a place where you can refer to it throughout the year. If you have questions, do not hesitate to give your child's principal a call.

Child's name:

Track assignment:

School beginning date:

FOR SPANISH AND RUSSIAN →

Nosotros hemos revisado la Solicitud de Cambio de Sección para su hijo. Desafortunadamente, nosotros no podemos hacer el cambio solicitado. Nosotros mantendremos su solicitud en una lista de espera, y será reconsiderada cuando hayan vacantes disponibles.

La Sección Asignada a su hijo está enlistada en el otro lado de esta hoja. Nosotros también le estamos enviado un calendario de la sección de su hijo. Por favor conserve este calendario en un lugar donde usted pueda verlo como referencia durante el año escolar redondo. Si usted tiene preguntas, no dude en llamar al director de la escuela de su hijo.

Мы рассмотрели вашу просьбу чтоб переменить трак для вашего ученика. С сожалением, мы не можем отвечать вашу просьбу в это время. Мы будем держать эту просьбу на месте с другими и будем пересматривать когда будет открытое место.

Расписание трака вашего ученика назначено внизу. Мы так же включили календарь трака которым вам был приписыван. Пожалуйста держите эту календарью на месте где вам будет легше найти. Если вы имеете вопросы, пожалуйста звоните директору школу вашего ученика.

WOODBURN SCHOOL DISTRICT 103

965 North Boones Ferry Road
Woodburn, Oregon 97071
(503) 981-9555

French Prairie 981-2650
Lincoln Elem. 981-2660
Nellie Muir Elem. 981-2670
Washington Elem. 981-2680

MEMORANDUM July 12, 1993

TO:

FROM: **Keith Robinson, Superintendent of Schools**

RE: **Year-Round Education Information - Start of School**

It is almost time for Erika to return to school. ***Remember that school starts on July 26, 1993***. School hours will be from 8:00 a.m. - 2:30 p.m. for grades K-5 and 8:45 a.m. - 3:30 p.m. for grades 6-8.

The three elementary schools and the middle school offices will be open July 19 & 20, 1993 from 8:00 a.m. to 4:00 p.m.. Please stop at Erika's school to pick up any the following:

- ✓ Bus schedules
- ✓ Insurance Information
- ✓ School Supply Lists

Enclosed is a calendar for Erika's track, and a free or reduced lunch application. Classroom assignment lists will be posted at each school on the first day of school. If you have any questions or need additional information, please contact the building principal, Mr. Parker, at 981-2660.

Child's Track Assignment: A BLUE

School Begins: July 26, 1993

School Assignment: Lincoln Elementary School

WOODBURN SCHOOL DISTRICT 103

965 North Boones Ferry Road
Woodburn, Oregon 97071
(503) 981-9555

French Prairie 981-2650
Lincoln Elem. 981-2660
Nellie Muir Elem. 981-2670
Washington Elem. 981-2680

MEMORANDUM

TO:

FROM:

SUBJECT: YRE Track Status

We are concerned because school began on July 26, 1993 this year and your child has not yet attended. According to OAR 581-23-006, a child who misses ten consecutive school days must be withdrawn. If your child is withdrawn from our school and you enter him/her later in the school year, ***WE MAY NOT BE ABLE TO HONOR YOUR ORIGINAL TRACK ASSIGNMENT.***

Students starting school after their assigned track begins will be placed on a track that has space available. If this is not the track of your choice, you may complete a track change request form and be placed on a waiting list.

If you have any questions, please contact your building principal.

FOR SPANISH AND RUSSIAN ⟶

District [illegible] complies with provisions of the various civil rights laws, such as the [illegible] and Rehabilitation Act, Title IX Regulations, and section [illegible] of PL 93-112 in employment and educational programs and activities.

ESPAÑOL

Nosotros estamos preocupados porque el año escolar comenzó el 26 de Julio de 1993, y su hijo(a) no ha asistido a sus clases todavía. De acuerdo a las leyes del Estado de Oregon OAR 581-23-006, un niño que pierde 10 días consecutivos de clases deberá ser retirado de la escuela. Si su hijo(a) es retirado de nuestra escuela, y usted lo inscribe durante el año escolar, ***ES POSIBLE QUE NO LE PODAMOS GARANTIZAR LA SECCION ASIGNADA ORIGINALMENTE.***

Estudiantes que comienzen sus clases despúes de que sus secciones asignadas hayan comenzado serán colocados en secciones que tengan espacio disponible. Si esta sección no es la sección de su preferencia, usted puede completar una solicitud de cambio de sección. Esta solicitud será puesta en una lista de espera.

Si usted tiene preguntas, porfavor contacte al Director de la escuela de su hijo(a).

ПО-РУССКИЙ

Мы заботимся о том что шкопа начапась 26-го Июля, 1993 этого года и ваш ученик еще не присутствовал. В соответствии закон OAR 581-23-006, ученик кто пропустип шкопу 10 дней подряд, будет снят с регистрации. Еспи снятыи с регистрации нашей шкопы и вы в будущем хотите зарегистрироваться, мы не гарантируем дать вам ваш оригинальное расписание трака.

Ученики, начинающие шкопы после того как их определенного трака начап будут преписаны в траке где будет место. Еспи этот трак не был вашего выбора, вы можете выполнять форму для изменения трака и ваш имя будет записан на списке.

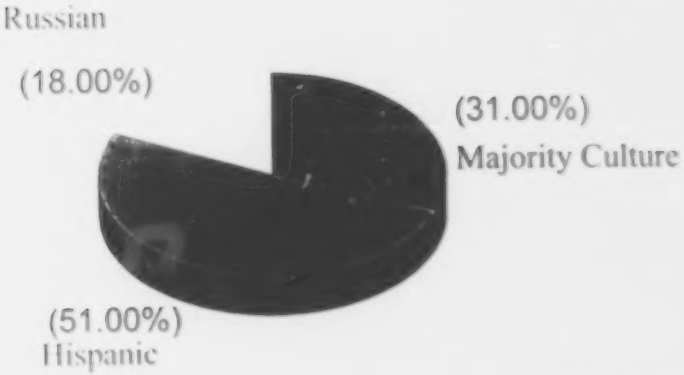
Еспи вы имеете какие вопросы, пожалуиста звоните директору шкопы.

Appendix C

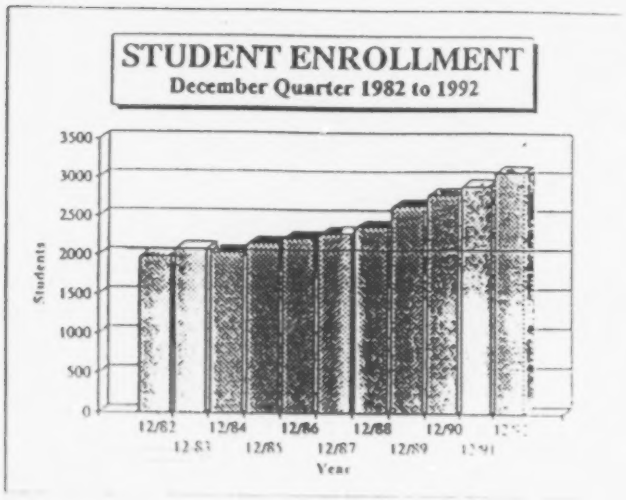
Presentation Overheads

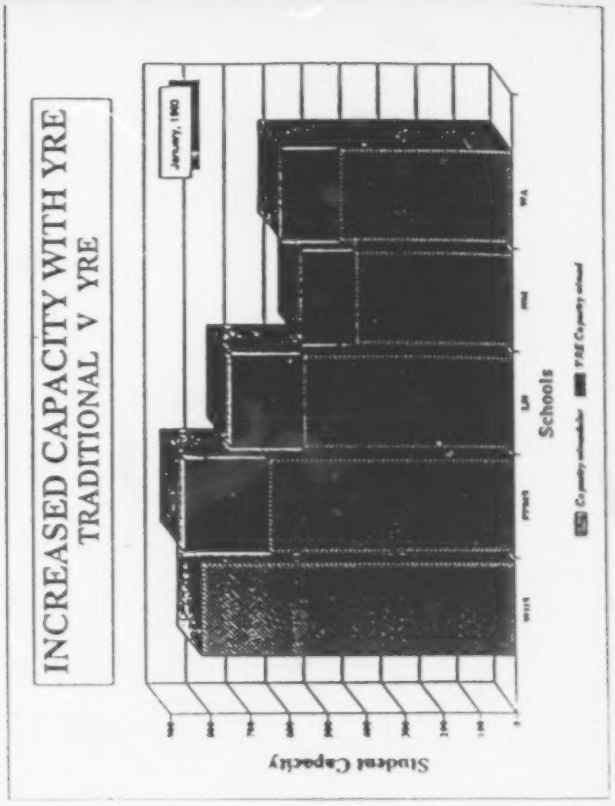
Woodburn School District

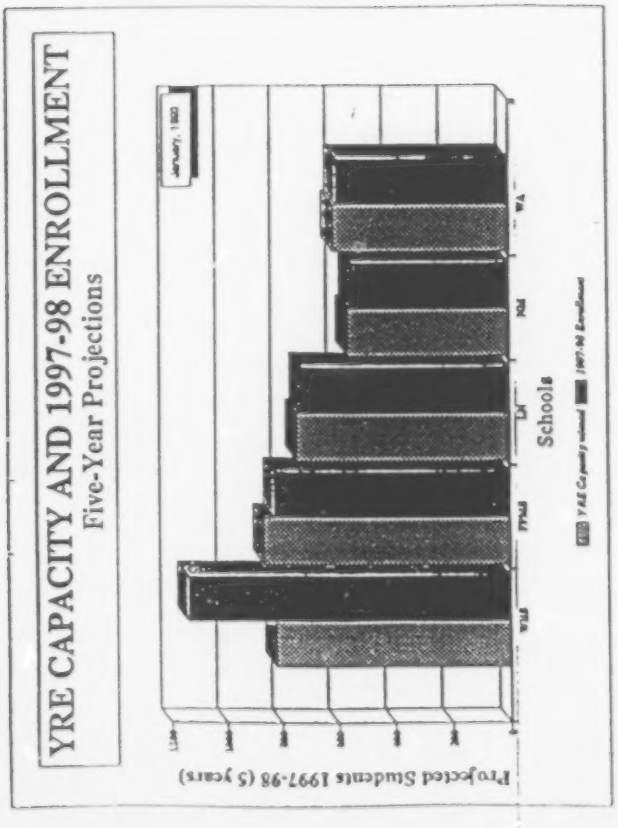
Ethnic Distribution



BEST COPY AVAILABLE







YRE

The Direction of the Board

"The Board instructs the Superintendent and staff to continue to plan for Year-Round School and to implement Year-Round Education in September, 1993"

April 20, 1992

Open Meeting
for all parents
on
Year-Round Education

WHY:

In July, 1993 Woodburn School District will move to a Year-Round Education calendar. We want you to know why and we also want to know how you think the calendar should be constructed to best meet the needs of your family.

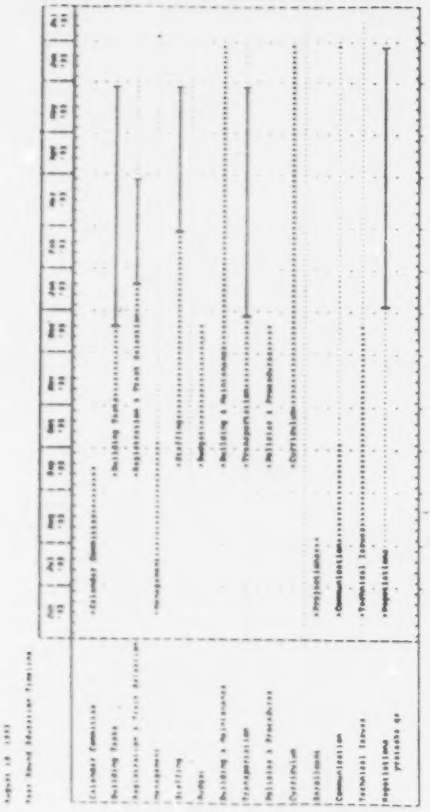
WHO:

The School Board will conduct open meetings to hear from our parents.

WHEN & WHERE:

Nellie Muir School	*Thursday, May 21, 1992*	*7:00 p.m.*
Lincoln School	*Wednesday, May 27, 1992*	*7:00 p.m.*
Washington School	*Monday, June 1, 1992*	*7:00 p.m.*
French Prairie Mid	*Tuesday, June 2, 1992*	*7:00 p.m.*
High School	*Thursday, June 4, 1992*	*7:00 p.m.*

If unable to attend the meeting at your school, you are welcome to attend at another school.



Choices of Board

1. Take no Action
2. More Modulars
3. Double Shifting
4. Year-round Education

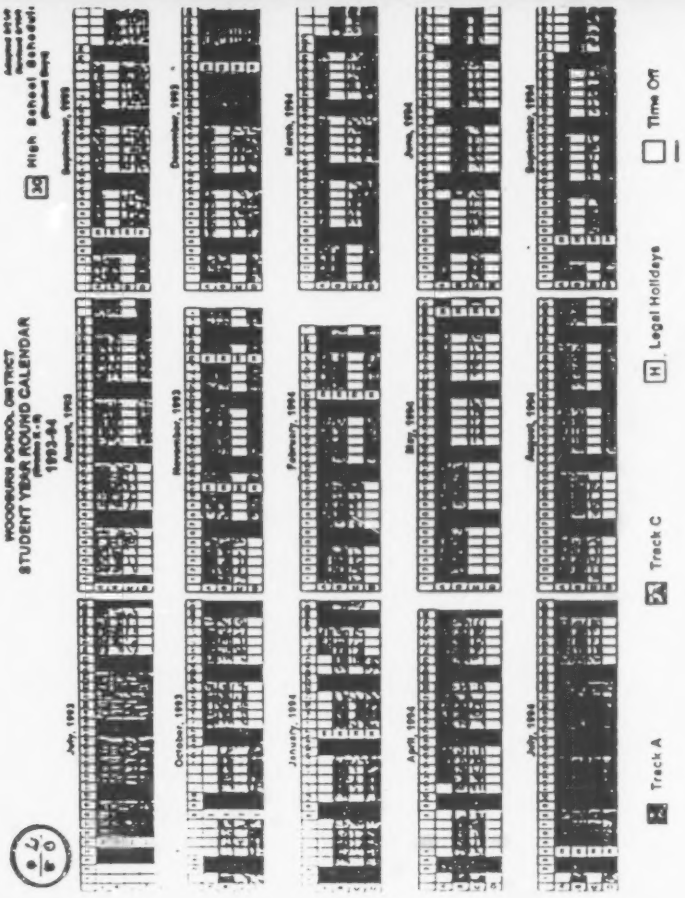
SOME EFFECTS OF EACH

1. **Take no Action**
   - Classes get larger and larger
   - Overcrowding continues
   - Severe impact on buildings (Cafeteria, bathrooms, library, gyms, etc.)

2. **More Modulars**
   - $ buy modulars rather than needed teachers
   - When buildings are built, the district:
     a. owns many unusable modulars
     b. has spent thousands of dollars
     c. Operation $'s haven't served students
   - Unsightly
   - Severe impact on buildings
   - Educationally a poor practice

3. **Double Shifting**
   - Classes would run from 6:00 a.m. to 9:00 p.m.
   - It is viewed as punishment by community
   - Bus runs would start before 5 a.m.; end 10 p.m.
   - Not accepted well 17 years ago.
   - Maintains same calendar, changes daily schedule

4. **Year-Round Education**
   - Peoples lives are organized by traditional calenda
   - Educationally more effective
   - Extensive planning required
   - Increases some costs, reduces others
   - More opportunity for teachers to increase salary
   - Reduces number of students in a building
   - Better use of buildings



Woodburn School District

YEAR-ROUND EDUCATION CALENDAR FEATURES

adopted September 21, 1992

ELEMENTARY AND MIDDLE SCHOOLS

- All Schools, grades K-8.
- Modified 45/15 YRE Calendar.
- FEATURES:
  - *Common vacation for all students during July*
  - *Four track calendar (4 multiple week intersessions)*
  - *2-week Christmas break in 1993-94 calendar*
  - *No Spring Break*
  - *170 student instructional days resulting in:*
    - *slightly longer days*
  - *Minor changes possible as planning continues*

WOODBURN HIGH SCHOOL

- Maintain traditional calendar
  - *No multitrack YRE at Woodburn High School*
  - *Maintaining common vacations as K-8 YRE Calendar*
- Other options to be pursued to deal with overcrowding

PRESENTATIONS

ESD Staff
State Department of Education
State Superintendent apprised
Marion County Superintendents
Marion County Special Education Staff
Bus drivers
Building staff
Custodial and Maintenance staff
Ministerial Association
Parks & Recreation
Library
Service Clubs
Public Hearings
Board Meeting Presentations
Calendar Committee
Negotiations team
Factfinder
Reporters
Local Cable T.V.
Capital Conference Superintendents
Parent Advisory Committees and Clubs
Child Care Providers
Local Business
Realtors

WD teachers reject report about YRE
Woodburn Gets Year-Round
Woodburn School plan approved
School: Year-round schedules not new
Year-round school starts for students
Calender not so confusing
Woodburn schools soon to begin year-round schedule
Woodburn schools
Year-round school
Teachers
Year-Round Education gets underway
Year-round school bells will ring next week
Year-round
Woodburn teachers, district agree on
Summer ends when classes start Monday
School mails sign-up form
Year-long school detail worth a chance
Year-long school gets parents riled
Schools will go all year
Teachers, students prepare to adjust to year-round schools
YRE could be a good thing
School's start could pave road to
School is best option
Woodburn pupils return to school on a summer
New school year prep is essential

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FOUR PERVASIVE THREADS IN PLANNING FOR YRE

* Attitude of problem solving
* Staff involved in key decisions
* Principals seeking educational opportunities beyond schedule change
* No surprises

Effect of YRE on SPECIFIC AREAS

Custodial

Food service

Transportation

Families
(Non-resident staff members)

College classes

Church camps, boy scout camps, recreation

Child care

Staffing

Buildings

A FEW OBSERVATIONS

Negotiations were tough

Principals worked extremely hard

Board, Supt., & Building Administrators must listen and adjust, be united, and hold firm.

Administrative council was consumed with YRE.

Visitations were valuable

There is no recipe

No Recipes

There are no recipes or formulae, no checklists or advice that describe "reality." There is only what we create through our engagement with others and with events.

- Margaret J. Wheatley

Breakdown of Additional Costs in 1993-94 Budget Due to YRE:

HVAC - Washington	$327,000
Roving Principal	50,427
Extended Contract	41,063
Total	$418,490

Breakdown of Costs Incurred in 1992-93 For YRE:

66 Mobile Storage Cabinets	$ 47,754
85 Filing Cabinets	12,242
Printing of Calendars & Mailings	1,298
Travel - Visiting YRE Districts	12,216
Supplies	1,084
Postage	4,909
Purchased Services	223
Total	$ 79,726
GRAND TOTAL	$498,216

Startup (One-time) Costs:

HVAC - Washington School	$ 327,000
66 Mobile Storage Cabinets	47,754
85 Filing Cabinets	12,242
Printing of Calendars & Mailings	1,298
Travel - Visits YRE Districts & National Conferences	12,216
Supplies	1,084
Postage	4,909
Purchased Services	223
Subtotal	$406,726
Less Air Conditioning	-327,000
Total	$ 79,726

Continuing Costs

YRE Roving Principal	$ 50,427
Additional Staffing (2%)	82,126
Total	$132,553
% of Total Budget	0.76%

Appendix D

School Brochure

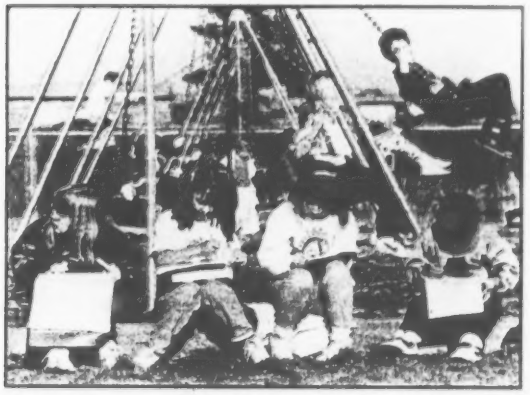
YRE Negotiated Contract Supplement

Middle School/Elementary School Pamphlets

WOODBURN
SCHOOL DISTRICT

965 N. Boones Ferry Road
Woodburn, OR 97071

"Together, we take action to develop individual worth and potential for success in a changing world."



Woodburn schools are...

- ★ on the move ... working and planning for the future
- ★ leaders in curriculum development, using the latest instructional methods
- ★ friendly and caring, offering extensive support programs for our students
- ★ supported by talented staff members and involved parents

High School	**981-2600**	**French Prairie**	**981-2650**
Lincoln Elem.	**981-2660**	**Nellie Muir Elem.**	**981-2670**
Washington Elem.	**981-2680**	**District Office**	**981-9555**

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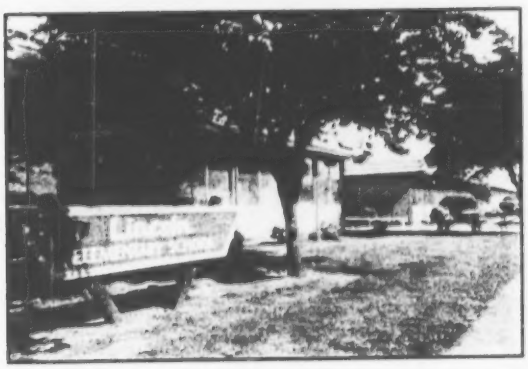
LINCOLN SCHOOL



Milt Parker, Principal
Grades K - 5, 602 students

ELEMENTARY SCHOOL PROGRAMS

Woodburn's three elementary schools offer a curriculum designed to provide students with a solid foundation for their continued educational growth.

This program of instruction includes the following: Language Arts (with emphasis on reading, literature, writing, speaking, listening and mass media); Mathematics; Science; Social Studies; Physical Education; Music and Art.

In addition to fulfilling all state educational requirements, Woodburn's elementary schools provide additional curriculum and programs to meet the needs of each student. Elementary students also are taught study, research and problem-solving skills which are necessary tools for lifelong learning.

WOODBURN SCHOOLS FEATURE
YEAR-ROUND EDUCATION GRADES K-8
TRADITIONAL CALENDAR AT GRADES 9-12

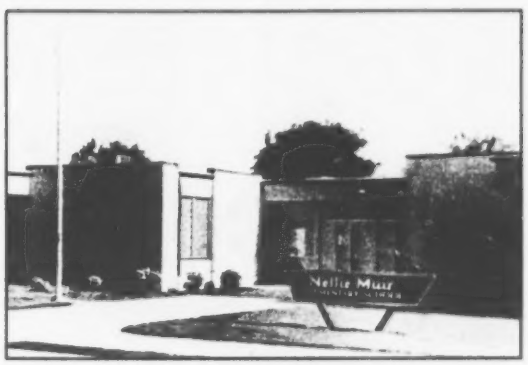
Leo Mellon, YRE roving Principal

MIDDLE SCHOOL PROGRAM

Woodburn's middle school features a progressive instructional team model which provides students with the close support and structure necessary for early adolescence. A multidisciplinary team of 7 teachers provide instruction in Language Arts, Social Studies, Science, Math, and Health.

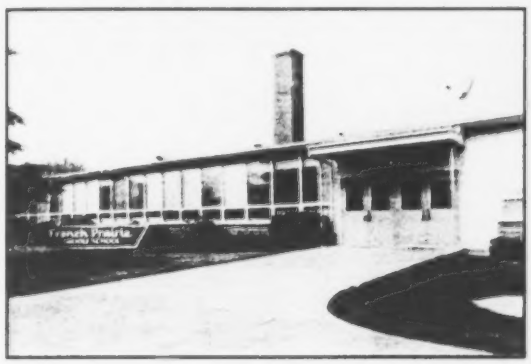
All students take courses in a "Survey Wheel" which provides students with experiences in computers, tech ed, physical education, music, art, careers, as well as mini-units that are tailored to the needs of middle school students. All classes are taught in a block schedule rather than a traditional 8 period day.

NELLIE MUIR SCHOOL



Kathy Larson, Principal
Grades K - 5, 503 students

FRENCH PRAIRIE MIDDLE SCHOOL



Gary Haugen, Principal
Grades 6 - 8, 686 students

WASHINGTON SCHOOL

Jacquee Blalock, Principal
Grades K - 5, 482 students

WOODBURN HIGH SCHOOL

Jack Bimrose, Principal
Grades 9th - 12, 808 students

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WOODBURN HIGH SCHOOL

Woodburn's high school provides a comprehensive program for students who may also select a specific program of study in one of these areas: General Studies, Business Education, College Preparation or Vocational-Technical Education. In addition, a strong English as a Second Language program is offered. The Creative Learning Center offers quality childcare, a preschool program, parenting skills and a vocational component.

Classes are offered on a double-period block schedule format of four 90-minute classes daily. A half credit toward graduation is earned in nine weeks and a full credit in eighteen weeks.

A minimum of 23 units of credit is required for a diploma. Units of credit are earned in the following areas of study: English; Foreign Language (Spanish or Russian); Social Studies; Mathematics; Computer Literacy; Science; Business Education; Art; Music; Home Economics; Industrial Arts & Technology; Vocational Agriculture; Physical Education; Health; Driver Education and Structured Work Experience.

Students also are offered a variety of extracurricular activities, including drama, band, speech competition, curriculum-related clubs, and interscholastic athletics as a member of the Capital Conference.

Woodburn High School is fully accredited by the Northwest Association of Schools and Colleges.

WOODBURN SCHOOLS ENROLLMENT:

(as of December 1992)

3,081 STUDENTS ... AND GROWING!

DISTRICT INFORMATION

School Board of Directors
Elected by district voters

Ted Ahre
Eloisa Chaudhary
Jody Daniels-Fischer
Marshall Hankerson (Chairman)
Jim Pippert

Citizen Budget Committee
Representing the community

Don Eubank
Elvon Kauffman
John Leder
Dora Velasco
Vacant

District Administrators

Superintendent:
Dr. Keith E. Robinson

Personnel Director:
Peter McCallum

Curriculum Director:
Ruthann Audritsh

Business & Operations Director:
Marci Christian

Special Projects Director:
Dalia Torres

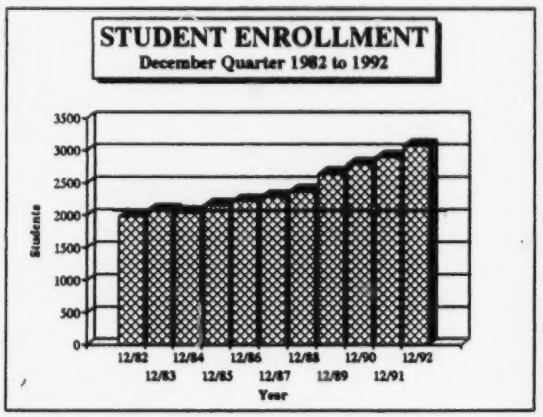
Special Services Director:
Geri Johnson

Financial Information

1993-94 BUDGET:
$17,339,130

Estimated property tax rate for
Woodburn schools under Measure 5:

1991-92	$12.77
1992-93	$10.64
1993-94	$8.51
1994-95	$6.38
1995-96	$4.26



Strategic Plan

Woodburn School District's Strategic Plan was created by a group of 30 area residents representing the spectrum of our community. The plan was designed to help Woodburn schools prepare students for a rapidly changing world and 21st Century Workplace.

Strategic Directions

I. All children complete a high school program.
II. The community and students are proud of Woodburn schools.
III. Graduates have the skill and experiences to take advantage of opportunities beyond high school.

DISTRICT-WIDE PROGRAMS

To meet the unique needs of the Woodburn students, the district offers a wide variety of services and programs, some of which are:

Year-round Education
Grades K - 8

Talented and Gifted
Grades K - 12

Creative Learning Center
A parenting and child care program

Professional & Technical Programs
Grades 9 - 12

English as a Second Language
Grades K - 12

Special Education Programs
Special services for disabled students K - 12

Substance Abuse Prevention Program
Grades K - 12

Chapter I & I-M Programs
Grades K - 12

Emergency Assistance Program for Immigrants
Grades 6 - 12

PASS Program
Grades 9 - 12

Alternative Instructional Programs
Grades K - 12

Title VII Programs
Grades 2 - 5

Cross-Age Tutoring Program
Grades K - 9

... and more!

Please contact your local school for additional information and a complete listing of all of Woodburn School District's educational programs.

SUPPLEMENT TO
COLLECTIVE BARGAINING AGREEMENT

between

WOODBURN SCHOOL DISTRICT 103
Marion County, Oregon

and

WOODBURN EDUCATION ASSOCIATION

ARTICLE 28
YEAR-ROUND EDUCATION

1993-1994

ARTICLE 23 YEAR-ROUND SCHOOL ATTENDANCE

So long as a four-track, year round school (YRE) student attendance calendar remains in effect, the following shall apply to teachers assigned to YRE:

A. Calendar

1. **Classroom Teachers:** The work year for teachers assigned to one track (A, B, C, or D), and one track only, shall be one hundred ninety-one (191) days. In addition, the following shall apply:

a). Instruction Days: One hundred seventy (170) classroom instruction days.

b). Holidays: Five (5) holidays: Labor Day, Veterans Day, Thanksgiving Day, Presidents Day, and Memorial Day.

c). Parent conferencing days: There shall be two (2) days scheduled for school conferences. Conference days shall be scheduled on a building-by-building basis by the District and may include evening hours, but shall be contiguous, excluding weekends and holidays, to the teacher's other assigned work days.

d). Instructional improvement day: The State Instructional Improvement Day shall not be a classroom instruction day for on-track teachers and may be used as an inservice/staff development day.

e). Grades: One (1) day shall be allocated for each grading period for all teachers who are required to do progress reports or to assign grades to students.

f). Setup, takedown, and teacher work days: One-half (1/2) day shall be allocated for each time that a teacher is required to "set up" or to "take down" his/her classroom (i.e., to move in or out of the classroom), except that no regular classroom teacher will be allocated less than a total of two (2) days per year for such activities. For the 1993-94 year, the first time a teacher is required to "take down" his/her classroom, the teacher will be provided one half (1/2) day free of students on the last day of the session. Teachers on tracks which have "take down" days without a week-end before the new track begins, will also have a one-half (1/2) day free of students on the last day of the session.

g). Staff/curriculum development: All days within the one hundred ninety-one (191) day contract that are not devoted to other activities shall be devoted to staff and curriculum development activities. Each teacher will be consulted before his/her inservice/staff development days are scheduled in a concerted effort to respond to the teacher's interests and needs. Inservice/staff development days shall be scheduled contiguous, excluding holidays, and weekends, to other scheduled work days unless the individuals involved have voluntarily agreed to the scheduling in question.

2. Specialists:

Full-time Specialists (teachers who work with students assigned to several tracks) shall have a minimum work year of one hundred ninety-one (191) days, including five (5) holidays, and one (1) work day. Except by voluntary agreement between the specialist and his/her supervisor, specialists shall also work seven and three-quarter (7-3/4) hours per day. Specialists shall have five (5) days per year devoted to inservice/staff development. The State Instructional Improvement Day shall not be a classroom day. Specialists who are responsible for assigning grades or progress reports shall also receive four work days per year. All days other than as specified above shall be student contact/classroom days. Any extension of the specialist's regular contracted assignment that is voluntarily agreed to between the District and the specialist shall be compensated at the rate of 1/191th of the teacher's regular annual salary as specified in contract "Salary Schedule". A specialist who is first employed after 1992-93 may be required to work a contract year of more than one hundred ninety-one (191) days. In order to meet District scheduling needs, specialists may be assigned to work schedules which differ from both the traditional school year and YRE tracks. However, except by the voluntary agreement between the

specialist and his/her supervisor, each inter-session break period shall be not less than two (2) weeks in duration.

a). Extended contracts: The District will offer extended contracts to current staff before new hires, if there is not a substantial difference between applicants. However, if a specialist agrees to an extended contract, he/she will be expected to remain in that extended year assignment until such time as he/she transfers into another position.

b). Staff/curriculum Development: Each specialist will be consulted before his/her inservice/staff development days are scheduled, in a concerted effort to respond to the teacher's interests and needs. Inservice/staff development days shall be scheduled contiguous, excluding holidays and weekends, to other scheduled work days unless the individuals involved have voluntarily agreed to the scheduling in question.

B. Class Size/Work Load: [See also Article 5(c)]

In addition, prior to the beginning of each school year, the principal at each YRE building shall review tentative student class assignments with teachers and Association representatives in an effort to reach consensus on meeting the following goals:

1. To balance the size of classes between tracks within a reasonable range (taking into account gender, ethnicity, special needs);

2. To keep combined grade or split-grade classes to a minimum; and

3. To provide all classes with equal access, within grade level, to specialists.

C. YRE Teacher Communications:

The District shall establish a voice mail number for each YRE building and shall provide weekly message updates relative to building activities in order to allow intersession or off-track teachers to be informed regarding current developments. Teacher mailboxes shall also be used for the distribution of memoranda and publications during the intersession period.

D. Committee, Task Force, and Mentor Service:

YRE teachers shall have the opportunity to serve as mentors or on District or building committees and/or task forces.

E. Transfers: (see also Article 9)

1. In addition, a voice mail system to be updated twice each month shall be established to notify teachers of vacancies.

2. Nothwithstanding the provisons of Articoe 9 A 5, an in-building change in track assignment shall not be

accomplished without first observing the provisions of Article 9 A 1 and 2.

3. In the event a mid-year voluntary transfer or change in track assignment, the District shall, notwithstanding the requirements of Article 4, have the right to require the employee to work more than one hundred ninety-one (191) days to the extent such is necessary in order to fulfill the responsibilities of the new assignment. If such a change in assignment would result in a work year of fewer than one hundred ninety-one (191) days, the District will offer sufficient additional days as a substitute or in some other assignment at full daily per diem, so as to allow the employee to work not less than one hundred ninety-one (191) days.

4. In the event a mid-year involuntary transfer occurs, the District shall not have the right to require the employee to work more than one hundred ninety-one (191) days. If the teacher agrees, they will be issued an extended contract at their full daily per diem rate to the extent such is necessary in order to fulfill the responsibilities of the new assignment If the involuntary change would result in working less than one-hundred ninety-one (191) days, then the District will offer sufficient additional days as a substitute or in some other assignment at full daily per diem, so as to allow the employee to work not less than one hundred ninety-one (191) days.

5. In the event an employee is involuntarily transferred during the school year, the District will provide at least two (2) days free of students for preparation for the new assignment.

F. Paid Leaves: (See also Article 13)

All District teachers who work an extended contract year shall be credited with one additional day of sick leave for every nineteen (19) days or major portion thereof of such additional service.

G. Exchange Days: (See also Article 14)

1. Education Exchange Days for YRE Staff: All necessary exchange days shall be allowed where the purpose of the exchange is to allow the initiator of the exchange to pursue an advanced degree or other District-approved educational objective. The exchange request shall normally be submitted at least two (2) weeks prior to the date of the first exchange day and shall identify the specific reciprocal exchange days, when possible. All exchange day transactions must be completed within the same school year. A maximum of two (2) individuals may be involved in any exchange request, and both parties must sign the request. A request to exchange days shall not normally be approved unless both involved teachers will be working within their regular (not substitute) teaching norm during the exchange.

2. Special Needs for YRE Staff: Exchange days not to exceed a total of five (5) days per year shall be allowed when the reason for the needed time off is occasioned by the YRE schedule. The exchange request shall normally be submitted at least two (2) weeks prior to the date of the first exchange day and shall specify the (~~general~~ more NEW) reason for the request and the reciprocal exchange days, when possible, all of which must be within the same school year. A maximum of two (2) individuals may be involved in any exchange request, and both parties must sign the request. A request to exchange days shall not normally be approved unless both involved teachers will be working within their regular (not substitute) teaching norm during the exchange.

3. Exchange days for specialists: If exchange days can not be arranged with SLP and/or LSP specialists, then substitutes will be provided for days necessary for educational and/or special needs. A specific period of time with be worked out with the specialist's supervisor, during which time the District may call on the specialist to perform either substituting or other district duties. If the District chooses not to use the specialist, or does not call on him/her to perform the total number of exchange days during the agreed upon time, the specialist will have no further obligation to make up exchange days used.

H. Extended Contracts: (See also Article 19)

The rate specified in Article 19 C 2 of the Agreement shall also apply to teachers who agree to serve as substitutes on days that are not within their assigned work year.

When other considerations are equal, an available teacher will always be retained for substitute work before other persons from the substitute list are retained.

I. Pay Dates:

YRE staff shall have the option of selecting the existing September-through-August pay cycle or an August-through-July pay cycle wherein the first monthly pay is provided on the last working day in August. Newly hired teachers who commence employment with the beginning of the 1993-94 school year and who are in a YRE assignment, and who do not have other medical insurance coverage for the month of September, shall be allowed to enroll in the District's insurance plan and shall receive the same District contribution towards the cost of insurance as is provided for other teachers. However, if it is not possible for such teachers to be enrolled in the District-provided insurance plan without also enrolling those newly hired teachers who do have other insurance coverage, the District shall reimburse such teacher's out-of-pocket cost for insurance, to a maximum of $395 for that month (September 1993). Except as provided above, the beginning and ending dates for

insurance coverage shall not be affected by the YRE schedule.

J. Association Leave:

Association and Association president's leave shall each be increased from ten (10) to twelve (12) days per year.

K. Initial Assignment:

1. Initial tentative track or calendar assignments shall be made by the District only after consultation with each individual teacher, including specialists, regarding his/her preference and needs and an effort to reach consensus among all employees has been made.

In making such initial tentative assignments, the principal shall also consider the following:

The seniority of the teacher,

The track or prospective track assignment of any spouse or children,

Current subject and/or grade level assignment, certification(s) and areas of recent experience.

2. If a majority of the affected teachers in any given building vote in a secret ballot election jointly supervised by the District and the Association to do so, the initial assignment process as described above shall be replaced by a seniority bid assignment process wherein each classroom teacher in the primary (K-2), intermediate (3-5), and middle

school (6-8) grade levels and each specialist within his/her current area of assignment is allowed to indicated his/her preference (first, second, third, fourth choice, etc.) as to work year assignment.

Within each of the above-specified categories, and on a building-by-building basis, a by-seniority assignment process wherein the most senior teacher will be the first to be placed, shall be used to place each employee in his/her first choice of assignment that is still available. Where two or more teachers have equal seniority, the order of assignment among those teachers will be determined by drawing lots.

L. Execution:

Upon signature by the parties, Article 28 becomes an official and binding part of the Collective Bargaining Agreement between the Woodburn School District and the Woodburn Education Association which became effective July 1, 1991, and continues in effect through June 30, 1994. This Article is subject to the Preamble and to all other conditions and provisions of said Agreement.

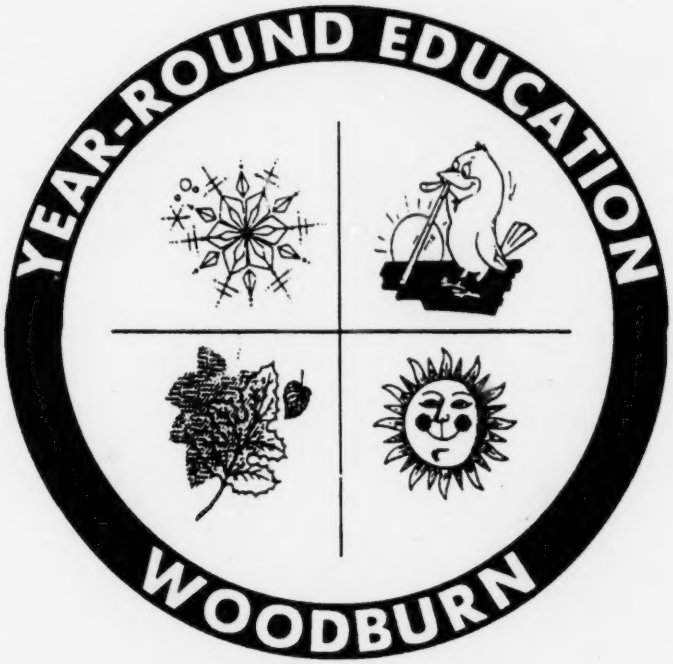
Dated this 14 day of May, 1993.

Woodburn Education Association:

President

Woodburn School District 103, Marion County, Oregon:

Board Chairperson



MIDDLE SCHOOL

YEAR-ROUND EDUCATION

in the

WOODBURN SCHOOL DISTRICT

Woodburn School District
965 N Boones Ferry Rd
Woodburn, OR 97071
981-9555

INTRODUCTION

In August, 1992 the Woodburn School board approved a plan for Year-Round Education at each of the elementary schools and the French Prairie Middle School. The 45/15 year-round education calendar was adopted on September 21, 1992. There are generally two reasons why schools change to year-round education:

1. To make more efficient use of existing school facilities which relieves overcrowding.

2. To provide the best possible school learning experience for the students.

Year-round education is being used throughout the country in a growing number of schools. Studies have consistently shown that learning does not suffer in the year-round calendar. Some students may even do better in school since their long summer vacation is divided into shorter blocks of time during the year.

Year-round schools using a four-track schedule like Woodburn's allow more students to use a school because each of the four groups (tracks) of students takes turns having their vacation. Thus, only 75% of the students are in classes at any one time during the school year.

After years of experience, districts with outstanding year-round schools share that the key ingredient to operating a successful year-round program is the positive support and creative ideas of parents, teachers and principals. Our staff has always demonstrated these characteristics and they will be very important as we start on a year-round education calendar.

This brief pamphlet has been prepared to help explain the year-round program in Woodburn School district. We hope it will be of assistance to you as you come to understand what it is and how it will affect your family. Your local school will be able to provide more detailed and specific information if you have further questions.

Keith Robinson
Superintendent of Schools

WHY THE NEED FOR YEAR-ROUND EDUCATION?

Taxpayers appreciate the fact that buildings and equipment are not idle for 3 months out of the year.

It provides a sound way of addressing overcrowding the district is currently experiencing.

Students will have a more continuous education without the three month summer vacation interrupting the learning time.

It reduces the impact that large numbers of students have on the common areas of a school building and its campus (rest rooms, lunchrooms, playgrounds, assemblies, media center, hallways, etc.).

WHAT ARE THE ANTICIPATED ADVANTAGES OF YEAR-ROUND EDUCATION?

Student enthusiasm and motivation toward school are increased through the variety of being on track and off track throughout the year.

Space is used more efficiently.

It saves time in reviewing what has already been learned since there are shorter vacation times.

During intersession (off track) times, students have the opportunity to participate in seasonal sports and off-season family vacations without the end-of-the-summer boredom experienced in traditional schedules.

Teachers have the opportunity to vacation and prepare for their classrooms at varied intervals throughout the year, returning to their classrooms re-energized and refreshed.

HOW WILL YEAR-ROUND SCHEDULING BE DIFFERENT?

All of the students will be grouped into four different schedules called tracks. Only three tracks will be attending school at a time. The fourth track will be on a three week vacation called intersession.

Each track's schedule consists of about 42 days on track followed by about 15 days off track throughout the school year. School will be in session from the last week of July until the end of June. Students will all attend school for a total of 170 days, regardless of which track they attend.

WILL ALL CHILDREN IN THE SAME FAMILY BE ON THE SAME TRACK?

Yes. Unless parents request that their children be on separate tracks, every attempt will be made to keep families on the same track.

WHO DECIDES ON WHAT TRACK A STUDENT WILL BE PLACED?

Parents will be given the opportunity to express their preference as to track assignment. The district is developing registration procedures to help determine track placements.

WILL THE SCHOOL BREAKFAST/LUNCH PROGRAM STILL BE AVAILABLE?

Yes. The school breakfast and lunch program will continue to operate throughout the entire year for all four tracks.

IF STUDENTS MOVE FROM A YEAR-ROUND SCHOOL TO A NINE MONTH SCHOOL DURING THE SCHOOL YEAR, WILL THEY MISS OUT ON INSTRUCTIONAL TIME?

It is possible that some time will be missed, depending upon a student's particular track schedule. It is more likely that they will spend additional time in school during that year, since most will start school in the summer rather than fall.

WILL STUDENTS ENTERING A YEAR-ROUND SCHOOL FROM A NINE MONTH SCHOOL MISS INSTRUCTIONAL TIME?

That is possible, again depending on the track assignment. Since it is the philosophy of this district to assess student learning based on each student's level of achievement, we anticipate that children will adapt quickly to their new schedule.

WHAT STEPS ARE TAKEN TO ACCOMMODATE NEW STUDENTS WHO ENROLL AFTER THE START OF THE YEAR IN YRE?

Just as in a traditional-calendar school, a student is placed in the appropriate grade and classroom based on age and previous school experience.

DOES YEAR-ROUND SCHEDULING MAKE CLASS SIZE SMALLER?

No. The intent of YRE is not to reduce class size but to relieve overcrowding in our schools. Teacher allocations and class size ratios will most likely remain the same. Year-round schedules do make school sizes smaller since 25% of the students are on intersession at any one time. This relieves the impact of over-crowding on media centers, playgrounds, lunchrooms, assemblies, and rest rooms.

WHAT ARE THE EFFECTS OF THE YRE CALENDAR ON THE INSTRUCTIONAL PROGRAM?

What is taught and how it is taught are not influenced by the school year calendar. Students still have four 9-week grading periods in the school year. Parent conferences will continue to occur. Data indicates that students on the YRE Calendar perform as well or better academically than students on a traditional calendar. In part, this is because with shorter vacation periods students do not forget as much so there is less review time needed.

WHAT ABOUT BACK-TO-SCHOOL NIGHT, PARENT-TEACHER CONFERENCES AND REPORT CARDS?

All of these will still be part of the school program, but they will be scheduled separately for each track.

IS IT POSSIBLE TO MOVE MY CHILD FROM ONE TRACK TO ANOTHER DURING THE SCHOOL YEAR?

While possible, it is strongly discouraged. Children who change tracks must adapt to different teachers, different peer groups, and different classroom procedures. They lose continuity in their instructional program and may even lose up to fifteen days of school, depending upon the new track chosen. In rare instances, the school's student services team may recommend a change of track if they determine such a move is in the child's best interest.

WILL WE HAVE AN OPPORTUNITY TO SELECT OUR PREFERRED TRACK?

All families will be given the opportunity to indicate their preference of track assignment. However, because of the need to balance enrollment across the four tracks, not every family will be able to receive their preferred track. Families who do not receive their preferred track through the registration process are invited to apply for a track change before the start of the school year. These applications are considered as space becomes available.

DO NEIGHBORHOODS GO ON THE SAME TRACK?

No. Each family is given an opportunity to indicate their own track preferences. Groups of families may indicate that they would like to be together on the same track and the school may be able to accommodate them. However, we cannot assure them that they all will receive their preferred track.

ARE BUS STUDENTS LIMITED TO CERTAIN TRACKS?

No. Busses will operate on their regular routes to each bus stop during every school day. Only those students who are on track on a given day will board the busses.

WITH CHILDREN IN ELEMENTARY, MIDDLE AND HIGH SCHOOL, HOW CAN OUR FAMILY FIND TIME TO GO ON A SUMMER VACATION TOGETHER?

It is our intent to keep families on the same track so family vacations can be planned through the year using the YRE calendar. Woodburn's year-round calendar provides for a common summer vacation in July for all tracks. Tracks A, C and D also have additional off track weeks during the summer months. Many families enjoy scheduling vacations during off-track times in fall, winter, or spring.

WHAT ABOUT HOLIDAYS SUCH AS THANKSGIVING, JULY 4TH, ETC?

All legal holidays will be observed under year-round schools just as they were on the traditional calendar.

WILL MY CHILD HAVE ACCESS TO SPECIAL SERVICES (RESOURCE, COUNSELING, SPEECH/LANGUAGE, ETC.)?

Yes. All special services available now in traditional school will be available under year-round school.

DO STUDENTS RECEIVE HOMEWORK DURING OFF-TRACK PERIODS?

No. The off track period is considered to be the same as a traditional summer vacation. There are many parents, however, who choose to use this time to provide additional help for their own children.

WILL STUDENTS HAVE A DIFFERENT TEACHER EACH TIME THEY RETURN FROM BEING OFF-TRACK?

No. The student has the same teacher all year. If the student is "off track" the teacher is also "off track". Teachers and students stay together but the whole class may change classroom locations in the building during the year.

WHEN STUDENTS ARE GETTING READY TO GO "OFF TRACK', WON'T THEY HAVE TO CLEAR OUT ALL OF THEIR THINGS IN ORDER TO MAKE ROOM FOR THE NEXT TRACK OF STUDENTS WHO WILL BE USING THEIR CLASSROOM?

The District will be providing storage space for teachers to house their instructional materials. In most cases the textbooks will remain in the classroom and will be used by the next group of youngsters. Students' personal items, such as coats, lunch boxes, etc., will be taken home. Other items such as pencils, crayons, scissors, etc. may be placed into storage at the school until the students return from their intersession.

DURING A YEAR-ROUND SCHEDULE, WILL THE DAILY SCHOOL HOURS REMAIN THE SAME?

There might have to be minor adjustments made to the school hours. This will be determined when everyone is scheduled into the four tracks and bus schedules are developed. Parents will be notified of their exact schedules and school times. School calendars and time schedules will be available from each school.

WHAT WILL MY CHILDREN DO WHEN THEY ARE OFF TRACK?

This is the same difficulty parents have with summer, Christmas, and spring vacation currently. The District will be working with several area churches and organizations, including Woodburn Parks and Recreation, to offer activities throughout the year. Many families choose to use intersession times for family vacations or to do seasonal agricultural chores. As the community becomes accustomed to YRE, other possibilities will emerge.

HOW WILL WE KNOW WHEN OUR STUDENTS SHOULD BE IN SCHOOL?

Parents and students will be provided with calendars for each track. In addition, students will receive identification cards indicating their track assignment. The schools will use other appropriate methods to make certain all families and students know the track schedule.

SINCE THE SENIOR HIGH WILL NOT BE ON A YEAR-ROUND SCHEDULE, HOW WILL THE NINTH GRADE BE AFFECTED?

Ninth graders will enter senior high school in the fall just as if they had been on a traditional schedule. All tracks finish the school year before the summer break, so no one will be at a disadvantage.

WILL FRENCH PRAIRIE STUDENTS ON THE YEAR-ROUND CALENDAR HAVE THE SAME COURSE OFFERINGS AS IN THE PAST?

The middle school curriculum will remain the same. Course offerings will be available on all four tracks.

WHAT ABOUT ELECTIVES THAT ARE OFFERED ON A TRADITIONAL SCHEDULE?

Electives and explorations will be offered across all four tracks.

WHAT ABOUT THE ATHLETIC AND INTRAMURAL PROGRAMS?

Middle School students on a year-round calendar will continue to participate in athletic and intramural programs. Team members will be permitted to return to school during off-track times in order to participate.

HOW CAN I FIND OUT MORE ABOUT YRE IN WOODBURN?

Information can be obtained through parent meetings at each school, Parent Clubs, TV Channel 4, school and district newsletters, the Woodburn Independent, or by phoning your school with specific questions.

ELEMENTARY

YEAR-ROUND EDUCATION

in the

WOODBURN SCHOOL DISTRICT

Woodburn School District
965 N Boones Ferry Rd
Woodburn, OR 97071
981-9555

INTRODUCTION

In August, 1992 the Woodburn School board approved a plan for Year-Round Education at each of the elementary schools and the French Prairie Middle School. The 45/15 year-round education calendar was adopted on September 21, 1992. There are generally two reasons why schools change to year-round education:

1. To make more efficient use of existing school facilities which relieves overcrowding.

2. To provide the best possible school learning experience for the students.

Year-round education is being used throughout the country in a growing number of schools. Studies have consistently shown that learning does not suffer in the year-round calendar. Some students may even do better in school since their long summer vacation is divided into shorter blocks of time during the year.

Year-round schools using a four-track schedule like Woodburn's allow more students to use a school because each of the four groups (tracks) of students takes turns having their vacation. Thus, only 75% of the students are in classes at any one time during the school year.

After years of experience, districts with outstanding year-round schools share that the key ingredient to operating a successful year-round program is the positive support and creative ideas of parents, teachers and principals. Our staff has always demonstrated these characteristics and they will be very important as we start on a year-round education calendar.

This brief pamphlet has been prepared to help explain the year-round program in Woodburn School district. We hope it will be of assistance to you as you come to understand what it is and how it will affect your family. Your local school will be able to provide more detailed and specific information if you have further questions.

Keith Robinson
Superintendent of Schools

WHY THE NEED FOR YEAR-ROUND EDUCATION?

Taxpayers appreciate the fact that buildings and equipment are not idle for 3 months out of the year.

It provides a sound way of addressing overcrowding the district is currently experiencing.

Students will have a more continuous education without the three month summer vacation interrupting the learning time.

It reduces the impact that large numbers of students have on the common areas of a school building and its campus (rest rooms, lunchrooms, playgrounds, assemblies, media center, hallways, etc.).

WHAT ARE THE ANTICIPATED ADVANTAGES OF YEAR-ROUND EDUCATION?

Student enthusiasm and motivation toward school are increased through the variety of being on track and off track throughout the year.

Space is used more efficiently.

It saves time in reviewing what has already been learned since there are shorter vacation times.

During intersession (off track) times, students have the opportunity to participate in seasonal sports and off-season family vacations without the end-of-the-summer boredom experienced in traditional schedules.

Teachers have the opportunity to vacation and prepare for their classrooms at varied intervals throughout the year, returning to their classrooms re-energized and refreshed.

HOW WILL YEAR-ROUND SCHEDULING BE DIFFERENT?

All of the students will be grouped into four different schedules called tracks. Only three tracks will be attending school at a time. The fourth track will be on a three week vacation called intersession.

Each track's schedule consists of about 42 days on track followed by about 15 days off track throughout the school year. School will be in session from the last week of July until the end of June. Students will all attend school for a total of 170 days, regardless of which track they attend.

WILL ALL CHILDREN IN THE SAME FAMILY BE ON THE SAME TRACK?

Yes. Unless parents request that their children be on separate tracks, every attempt will be made to keep families on the same track.

WHO DECIDES ON WHAT TRACK A STUDENT WILL BE PLACED?

Parents will be given the opportunity to express their preference as to track assignment. The district is developing registration procedures to help determine track placements.

IS IT POSSIBLE TO MOVE MY CHILD FROM ONE TRACK TO ANOTHER DURING THE SCHOOL YEAR?

While possible, it is strongly discouraged. Children who change tracks must adapt to different teachers, different peer groups, and different classroom procedures. They lose continuity in their instructional program and may even lose up to fifteen days of school, depending upon the new track chosen. In rare instances, the school's student services team may recommend a change of track if they determine such a move is in the child's best interest.

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WHO WILL OUR KIDS PLAY WITH ON VACATION IF THEIR PLAYMATES ARE ALL ON DIFFERENT TRACKS?

Undoubtedly there will be someone in the neighborhood who is on the same track. The Parks and Recreation Department will be planning how their program can be adjusted to accommodate the needs of our community. The churches in the community also may determine new ways of serving the religious needs of students.

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WILL KINDERGARTEN CLASSES BE AFFECTED BY THE YEAR-ROUND PROGRAM?

Yes. All grades, K through 8, will be included in the year-round schedules. Kindergarten classes will continue to be on alternate days as we have in the past.

WILL MY CHILD HAVE ACCESS TO SPECIAL SERVICES (RESOURCE, COUNSELING, SPEECH/LANGUAGE, ETC.)?

Yes. All special services available now in traditional school will be available under year-round school.

WILL THE SCHOOL BREAKFAST/LUNCH PROGRAM STILL BE AVAILABLE?

Yes. The school breakfast and lunch program will continue to operate throughout the entire year for all four tracks.

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WHERE WILL PARENTS FIND CHILD CARE?

Parents will find child care for YRE students much the same way they would do it for a traditional calendar year. In communities who currently have YRE, some parents report it is easier to find child care for the shorter intersession time than for the 3-month summer vacation, Christmas vacation and spring vacation.

HOW DO PARENTS KNOW WHEN THEIR CHILDREN WILL BE IN SCHOOL?

Parents and students will be provided with calendars for each track. In addition, students will

receive identification cards indicating their track assignment. The schools will use other appropriate methods to make certain all families and students know the track schedule.

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